



Early Intervention Colorado
for Infants, Toddlers & Families

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

Submitted
February 2, 2009
Revised April 7, 2009

Colorado Department of Human Services
Division for Developmental Disabilities
4055 South Lowell
Denver, CO 80236
(303) 866-7263 Telephone
(303) 866-7680 Fax
www.eicolorado.org

**Part C State Annual Performance Report (APR)
for FFY 2007 (July 1, 2007- June 30, 2008)**

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 five state agencies primarily responsible for early intervention services at the state level), feedback from Community Centered Board (CCB) 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 FFY 2007
2007 (2007-2008)	100% of infants and toddlers with IFSPs will receive the early intervention services on their IFSPs in a timely manner.	84.76%

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 Individualized Family Service Plans (IFSP) and subsequent six month and annual reviews was captured in the statewide data analysis of all children who entered the early intervention system between October 1, 2007 and March 31, 2008. Colorado collects data from all early intervention programs in a statewide data system and reports for 100% of the children for whom new services were listed on an initial, review or annual IFSP.

1,922 = Total number of infants and toddlers with IFSPs with new services (from initial IFSPs and subsequent reviews and annuals).

1,400 = Total number of infants and toddlers with IFSPs who had timely receipt of services in 28 days or sooner.

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

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

84.76% = (1,400 + 229 = 1,629 divided by 1,922 x 100)

Discussion of Improvement Activities Completed for FFY 2007:

	State Performance Plan Activities	Progress on Improvement Activities Completed in FFY 2007
1.1	2006-2007 A committee will be established from the CICC and higher education personnel to develop a strategic plan for professional training and education opportunities/ DDD staff, CICC, higher education representatives.	Completed. In FFY 2006, the committee was established and a contractor was engaged to implement the strategic plan.
1.2	2007-2008 Written notification of noncompliance and Plan of Correction (POC) procedures will be revised to ensure that CCBs are informed of and timely correct areas of noncompliance/ DDD staff.	Completed. In FFY 2007, the format for the POC was revised to provide more direction to CCBs and give specific benchmarks for them to reach in order to ensure timely correction of noncompliance.
1.3	2008-2009 DDD and the CICC will use data from the APR and review of policies from other states to analyze the feasibility of maintaining 28 days as the rigorous measure for “timely services” and revise the state measurement, if appropriate/ DDD and CICC.	Scheduled to occur in FFY 2008.
1.4	2007-2009 DDD will implement revised procedures for focused monitoring that effectively identifies barriers to providing timely service/ DDD staff.	Ongoing Activity – Timeline revised in Improvement Activity 1.13, SPP submitted February 2, 2009. During FFY 2007, DDD contracted with a national consultant with expertise in the focused monitoring process that assisted DDD staff to revise procedures that will be implemented in FFY 2008.
1.5	2007-2009 Training and technical assistance will be provided on use of assistive technology for infants and toddlers with service needs identified through their IFSP/ DDD staff and contract staff.	Ongoing Activity. In FFY 2007, through a contract with Assistive Technology Partners, 12 new AT Specialists were trained. Additional support was provided to 30 AT Specialists through five technical support audio conferences. AT Partners maintained an equipment loan bank, included early intervention information on their website and provided consultation to local providers in rural areas on how to use technology for supporting the identification of AT needs for children receiving early intervention services.
1.6	2005-2009 A parent training curriculum will be developed, and materials about the IFSP process, with an emphasis on service delivery and new state regulations on insurance and CHP+ funding will be developed and	Completed. In FFY 2007, 11 trainings occurred in various service areas of the state using the <i>Inspiring Futures</i> curriculum with 155 participants in total. Five trainings occurred in the Denver Metro area and the other training locations included, Alamosa, Canon City, Colorado Springs, Edwards, Evans, and

	distributed/ DDD staff, Training Cadre, PEAK Parent Center staff, contract staff.	Mancos. Two parents conducted these trainings using a peer-to-peer model. Through a contract with El Grupo Vida, five trainings were conducted entirely in Spanish for bilingual and monolingual Spanish speaking families. 46,390 public awareness materials were disseminated by Early Intervention Colorado: 43,669 (94%) of the materials ordered targeted family members. Of those, 31,529 (72%) of the materials were published in English and 12,140 (28%) in Spanish.
1.7	2008-2010 Colorado will participate as a pilot state for the National Early Childhood Professional Development Enhancement Center in the use of early intervention professional development materials and methodology/ DDD staff and NECPDE staff.	Scheduled for subsequent years.
1.8	2007-2010 Training and technical assistance will be provided to CCBs on the implementation of the Coordinated System of Payments (CRS 27-10.5-701)/ DDD staff.	Ongoing Activity. In FFY 2007, a webinar, <i>The Coordinated System of Payments for EI Services: The Nuts and Bolts for Local Implementation</i> , was conducted in January 2008 with a total of 103 participants. Additional technical assistance documents were distributed.
1.9	2007-2010 DDD will monitor all 20 CCBs for compliance on Indicator 1, issue written notifications of noncompliance, and require plans of correction when noncompliance is identified/ DDD staff.	Ongoing Activity. In FFY 2007, all 20 CCBs were monitored using a combination of data review, self-assessment and onsite data verification visits. Ten CCBs had an onsite data verification visit during FFY 2007.
1.10	2007-2010 A statewide curriculum and system for early intervention paraprofessional training will be developed and implemented/ DDD staff and University of Colorado – Denver (UC-D) contract staff.	Ongoing Activity. In FFY 2007, DDD contracted with the Par ² a Center at UC-D to develop and implement training for paraprofessionals working in early intervention. The project began in January 2007 and resulted in completion of the first phase of convening an expert panel to develop the curriculum and a 22 member interagency coalition that is working to advise the project on the training and recruitment strategies.
1.11	2006-2010 Training on IFSP development with emphasis on services (documentation, funding hierarchy) will be continued/ DDD staff and Training Cadre.	Ongoing Activity. In FFY 2007, the funding hierarchy was covered in the statewide Service Coordination Core Competencies Training and IFSP Training modules.
1.12	2006-2010 An ongoing assessment and analysis of personnel needs will be conducted to identify where personnel shortage exists, in what area of expertise and focus recruitment activities to address shortages/ DDD staff, CICC, Smart Start Office of Professional Development and higher education representatives.	Ongoing Activity. In FFY 2007, an online survey was distributed to assess the methods of service delivery throughout the state. The analysis of how those methods are impacting recruitment and retention of providers is informing future professional development activities.
1.13	2006-2010 Training and technical assistance will be provided to local data managers on new fields and requirements in the state web-based	Ongoing Activity. In Fall FFY 2007, a technical assistance call was conducted with representation from every early intervention program in the state. Ongoing technical assistance is provided on an

	data system/ DDD staff.	individual basis.
1.14	2005-2010 Direct service provider recruitment activities will be developed, including support for local efforts through the recruitment of bilingual professionals and encouragement of regional provider groups for professionals in high demand/low availability disciplines/ DDD staff and local early intervention programs.	Ongoing Activity – Revised in Improvement Activity 1.7, SPP submitted February 2, 2009. In FFY 2007, DDD developed a contract with the Office of Professional Development for future development of a brochure for recruitment of early intervention personnel, including a plan for dissemination. Plans were made for compilation of statewide database for early intervention professionals with a record of expertise, licensure, specialties and geographic areas of service, and development of an information packet on Colorado's certification and licensure requirements for early intervention personnel.
1.15	2005-2010 Statewide training and technical assistance will be provided on the transdisciplinary/primary service provider model/ DDD staff, Training Cadre and contract staff.	Ongoing Activity. In FFY 2007, the contracted JFK/ENRICH team provided two one-day trainings 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 122 providers attended trainings or received technical assistance.

Explanation of Progress or Slippage for FFY 2007: The target of 100% was not met but progress was made in the amount of children who received their early intervention services within the 28-day timeline from 81.60% reported in FFY 2006 to 84.76% in FFY 2007.

While incremental progress has been made, the system's ability to accurately capture and report the data has improved significantly. In October 2007, the statewide data system was migrated into a web-based system. A detailed instruction manual was distributed and five web-based trainings were conducted to ensure the participation of all CCBs. Detailed explanations of the required fields necessary to capture the data points for the timely initiation of early intervention services along with a step-by-step demonstration of the data fields was given.

Edit reports were created and made available to CCB staff in order to identify gaps in data entry to ensure the validity and reliability of data collected and enable self-monitoring of their performance. In order to ensure progress in meeting 100% compliance on Indicator 1, 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.

To address the 15.24% of noncompliance that occurred in FFY 2007, DDD has reviewed the improvement activities described above and revised them where appropriate, and the following improvement activities have been added which are described in the SPP submitted February 2, 2009:

- DDD will conduct a statewide fiscal study that includes analysis of average service levels, provider rates and average cost per child;
- DDD will collaborate with professional development faculty and programs to develop a strategic plan for professional training and education opportunities;

- Direct service provider recruitment activities will be developed to address personnel shortages, including the development and distribution of a printed and web-based brochure to encourage professional and paraprofessional interest in early intervention careers;
- A statewide database of early intervention providers will be developed and maintained to identify where personnel shortage exists, what area(s) of expertise providers have, and what specialized trainings have been completed by providers;
- Materials for families about the IFSP process, with an emphasis on service delivery and new state regulations on insurance and CHP+ funding will be developed and distributed; and
- Training for direct service providers specific to supporting children with significant social/emotional concerns will be provided.

Based on the data from FFY 2007, DDD issued a finding of noncompliance to eight CCBs in December 2008, with scheduled correction as soon as possible, but no later than one year from date of notification. All eight are on target for timely correction.

DDD revised the written notification of noncompliance and Plan of Correction (POC) procedures to ensure that CCBs understood the areas of noncompliance and to ensure they successfully completed their plans of correction. The changes included more direction from DDD on incremental targets (required evidence of change) that were expected and reporting requirements were built into the POCs so that CCBs regularly provided data to DDD on the progress that they were making. A review of January 1, 2008 – March 31, 2008 data on Indicator 1 shows that the more highly focused efforts began to show their effectiveness with statewide performance in the last quarter of the fiscal year rising to 85.03%.

DDD publicly reports local program performance (including status determinations) on an annual basis by comparing each CCB with other CCBs of similar size and with state targets on compliance and performance measures. In late Spring 2008, reports for FFY 2006 were publicly released and are published on the website at www.eicolorado.org.

For those CCBs who are in year two of the status determination category of “Needs Assistance”, DDD issued a menu of technical assistance activities which is posted on the website and will document which resources are utilized to help inform technical assistance efforts in the future.

Resolution of previously identified noncompliance in FFY 2006: Based on the data from FFY 2006, DDD issued a finding of noncompliance for this indicator to **two** CCBs *[Note: a typographical error occurred in the APR submitted February 1, 2008, reporting that twelve CCBs would be issued POCs]* and issued POCs with scheduled correction as soon as possible, but no later than one year from date of notification. DDD also revised the written notification of noncompliance and POC procedures to make certain that CCBs understood the areas in which there was noncompliance to ensure they successfully completed their POCs. The changes included more direction from DDD on incremental targets (required evidence of change) that were expected, and more specific reporting requirements were built into the POCs so that CCBs were regularly reporting to DDD on the progress that they were making. These more highly focused efforts resulted in verification of timely correction of noncompliance for these two CCBs.

DDD has revised the tracking procedures for correction of noncompliance for findings issued to CCBs. Notification is given to the CCB as soon as possible after noncompliance is identified. When a POC is developed, specific, state-required benchmarks are provided to the CCB. The benchmarks are entered into a tracking system and data is provided by the CCB at intervals determined by DDD and reviewed for progress toward the benchmarks. When 100% compliance is reached and verified, as soon as possible and no later than one year of the date of notification, and the ability to sustain the improvement is confirmed, DDD notifies the CCB in writing.

Revisions, with Justification, to Proposed Targets, Improvement Activities, Timelines, and Resources for FFY 2008, if applicable: Revisions are noted in the revised State Performance Plan (SPP) that is submitted with this APR. Changes have been made to include 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 the Office of Special Education Programs (OSEP), the National Early Childhood Technical Assistance Center (NECTAC) and a private national 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 2007 (July 1, 2007- June 30, 2008)**

Overview of the Annual Performance Report Development: DDD collected the information for Indicator 2 with broad stakeholder input from the CICC, the CICC/MOU sub-committee, CCBs, and feedback from other key 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 FFY 2007
2007 (2007-2008)	90.5% of infants and toddlers with IFSPs will primarily receive early intervention services in the home or programs for typically developing children.	94.84%

Data Analysis: Data for Indicator 2 was collected from the Section 618, Annual Report of Children Served (October 1, 2007) 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:

4,069 = Total infants and toddlers with IFSPs

Service delivery settings:

3,834 = Home

25 = Community

210 = Other

94.84% = 3,859 (3,834 + 25) divided by 4,069 x 100 (percentage of services provided in the home or programs for typically developing children).

Discussion of Improvement Activities for FFY 2007:

	State Performance Plan Activities	Progress on Improvement Activities Completed in FFY 2007
2.1	2005-2006 A parent training curriculum will be developed and piloted along with associated materials/ DDD staff,	Completed in FFY 2005.

	Training Cadre, PEAK Parent Center.	
2.2	2006-2007 A committee from the CICC and higher education personnel will be established to develop a strategic plan for professional training/education opportunities/ DDD staff, CICC, higher education representatives.	Completed in FFY 2006.
2.3	2007-2008 Written notification of noncompliance and POC procedures will be revised to ensure that CCBs are informed of and timely correct areas of noncompliance/ DDD staff.	Completed. In FFY 2007, the format for the POC was revised to provide more direction to CCBs and give specific benchmarks to achieve in order to ensure timely correction of noncompliance.
2.4	2007-2008 DDD will implement revised procedures for focused monitoring that effectively identifies barriers to providing timely service/ DDD staff.	Ongoing Activity. In FFY 2007, procedures were revised and 10 CCBs (half of the early intervention programs in the state) had an onsite monitoring. This is an ongoing activity with 10 CCBs having an onsite monitoring each year.
2.5	2007-2008 The state database will be modified to be web-based to allow for closer monitoring of focus areas, such as the delivery of services in natural environments/ DDD staff.	Completed. In Fall 2007, the previous database was migrated to a web-based database.
2.6	2005-2008 Statewide training and technical assistance will be provided on the transdisciplinary/primary service provider model/ DDD staff, Training Cadre and contract staff.	Ongoing Activity. In FFY 2007, the contracted JFK/ENRICH team provided two one-day trainings 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 122 providers attended trainings or received technical assistance.
2.7	2006-2009 Parent training will be provided about IFSP process, with an emphasis on service delivery in every day routines, activities and places, and associated materials will be developed for statewide dissemination/ DDD staff, PEAK Parent Center, and contract staff.	Completed. In FFY 2007, 11 parent trainings occurred in various service areas of the state using the <i>Inspiring Futures</i> curriculum with 155 participants in total. Five trainings occurred in the Denver Metro area and the other training locations included, Alamosa, Canon City, Colorado Springs, Edwards, Evans, and Mancos. Two parents conducted these trainings using a peer-to-peer model. Through a contract with El Grupo Vida, five trainings were conducted entirely in Spanish for bilingual and monolingual Spanish speaking families. 46,390 public awareness materials were disseminated by Early Intervention Colorado: 43,669 (94%) of the materials ordered targeted family members. Of those, 31,529 (72%) of the materials were published in English and 12,140 (28%) in Spanish. Training and material distribution is an ongoing activity.
2.8	2007-2010 The committee to expand and maintain the comprehensive system of personnel development will be continued/ DDD staff, CICC, higher education, national consultants and	Ongoing Activity. In FFY 2007, DDD participated as a member on the SpecialQuest State Leadership Team to address personnel development that supports inclusion.

	other professional development resources.	
2.9	2007-2010 DDD will monitor all 20 CCBs for compliance on Indicator 2, issue written notifications of noncompliance, and require plans of correction when noncompliance is identified/ DDD staff.	Ongoing Activity. In FFY 2007, all 20 CCBs were monitored using a combination of data review, self-assessment and onsite data verification visits. Ten CCBs had an onsite data verification visit.
2.10	2005-2010 The Service Coordination Core Competencies training and IFSP training on IFSP development with emphasis on service locations will continue/ DDD staff, Training Cadre, and contract staff.	Ongoing Activity. In FFY 2007, four Service Coordination Core Competencies Trainings were conducted with a total attendance of 68 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, especially on the Western Slope. Seven IFSP trainings were held for a total of 107 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.
2.11	2005-2010 Training for direct service providers specific to supporting children with significant social/emotional concerns will be provided and a statewide cadre of resources specialists (resource areas including working with families impacted by homelessness, child abuse and neglect and substance abuse or exposure) will be created/ DDD staff, Training Cadre, Center for Social Emotional Foundations for Early Learning (CSEFEL), CAPTA training team, and contract staff.	Ongoing Activity. In June 2008, a pilot training was provided on <i>Early Intervention Services and Vulnerable Families</i> in the southern part of the state with 43 participants. DDD also sponsored six higher education faculty members from Community Colleges to be trained in the Pyramid Model of Intervention to address social emotional development. Throughout the year technical assistance was provided to CCBs on the development of their interagency agreements with Child Welfare for the referral process of children who had a substantiated case of abuse and neglect.
2.12	2005-2010 Training and technical assistance will be developed and disseminated 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/ DDD staff and contract staff.	Ongoing Activity. In July 2007, one webinar, <i>Autism in Children Under 3: Signs, Symptoms, and Relevant Interventions for Young Children</i> , was conducted with 101 participants and an additional webinar, <i>An Early Intervention Roundtable Discussion on Autism</i> , that addressed best practices was delivered in January 2008 with 73 participants.
2.13	2005-2010 Parents and service providers will be provided training at the statewide Parents Encouraging Parents conference on IFSP process with an emphasis on services in natural environments (i.e., everyday routines, activities and places)/ DDD staff.	Ongoing Activity. In FFY 2007, two <i>Parents Encouraging Parents</i> (PEP) conferences were held. DDD staff presented at each conference.

Explanation of Progress or Slippage for FFY 2007: The target of 90.5% was met and exceeded. However, there was a slight slippage from 96.39% reported in FFY 2006 to 94.84% in FFY 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 emphasizes the delivery of services in natural environments and provides strategies for implementing appropriate services in the home and community settings.

Services are provided in a setting other than a natural environment only if the IFSP team provides justification in the child's IFSP. 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 2007 as a result of an onsite data verification visit, DDD issued a finding of noncompliance to one CCB because it did not follow the related federal requirement (34 CFR 303.12(b) and 303.18) for providing services in natural environments, including the home and community settings in which children without disabilities participate. A POC was required and the program received ongoing technical assistance by DDD staff to identify the root cause for the noncompliance. While the CCB made progress, correction was not achieved within one year from the date of notification. As a result, technical assistance and reporting requirements have been intensified and correction is expected to occur within FFY 2008.

To address the slippage that occurred from FFY 2006 to FFY 2007, DDD has reviewed the improvement activities described above and revised them where appropriate, and the following improvement activities have been added which are described in the SPP submitted February 2, 2009:

- Materials will be developed and disseminated to families about the IFSP process, with an emphasis on service delivery in every day routines, activities and places; and
- Parents and service providers will be provided training at the statewide *Conference on Inclusive Education* on the IFSP process with an emphasis on services in natural environments (i.e., everyday routines, activities and places).

DDD publicly reports local program performance (including status determinations) on an annual basis by comparing each CCB with other CCBs of similar size and with state targets on compliance and performance measures. In late Spring 2008, reports for FFY 2006 were publicly released and are published on the website at www.eicolorado.org.

For those CCBs who are in year two of the status determination category of "Needs Assistance", DDD issued a menu of technical assistance activities which is posted on the website at www.eicolorado.org and will document which resources are utilized to help inform technical assistance efforts in the future.

Resolution of previously identified noncompliance in FFY 2006: Based on the results of a data verification visit in FFY 2006, DDD issued a finding of noncompliance to one CCB and a POC was required. This CCB was provided technical assistance by DDD staff to increase their understanding of the requirement to provide services to an infant or toddler in their natural environment. This focused technical assistance resulted in the CCB's timely correction of noncompliance.

Revisions, with Justification, to Proposed Targets, Improvement Activities, Timelines, and Resources for FFY 2008, if applicable: Revisions are noted in the revised SPP that is submitted with this APR. Changes have been made to replace 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 and a private national 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 2007 (July 1, 2007- June 30, 2008)**

Overview of the Annual Performance Report Development: Information for Indicator 3 was provided by DDD staff, CDE, the Results Matter Work Group, the Early Childhood Outcomes (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 2, 2009 FOR INFORMATION ON INDICATOR 3 AND CHILD OUTCOMES PROGRESS DATA

**Part C State Annual Performance Report (APR)
for FFY 2007 (July 1, 2007- June 30, 2008)**

Overview of the Annual Performance Report Development: The 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 times 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 FFY 2007
2007 (2007-2008)	A. 75% of respondent families participating in Part C report that early intervention services have helped the family know their rights. B. 95.25% of respondent families participating in Part C who report that early intervention services have helped the family effectively communicate their children’s needs.	A) 73% B) 87%

	C. 75% of respondent families participating in Part C report that early intervention services have helped their children develop and learn.	C) 91%
--	---	--------

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 six months on April 1, 2008 (n=2,531). The total number of returned surveys was 471. Responses of 5 out of 7 or higher on the scale for each of the categories were considered positive responses.

A	FFY 2007	B	FFY 2007	C	FFY 2007
Total number of Parent respondents	470	Total number of Parent respondents	470	Total number of Parent respondents	471
Number who reported early intervention helped them know their rights	343	Number who reported early intervention helped them effectively communicate their children's needs	409	Number who reported early intervention helped them help their children develop and learn	429
Percentage who reported early intervention helped them know their rights	73%	Percentage who reported early intervention helped them effectively communicate their children's needs	87%	Percentage who reported early intervention helped them help their children develop and learn	91%
Target of 75% not met		Target of 95.25% not met		Target of 75% met	

Discussion of Improvement Activities Completed for FFY 2007:

	State Performance Plan Activities	Progress on Improvement Activities Completed in FFY 2007
4.1	2005-2006 A parent training curriculum will be developed and piloted along with associated materials about the IFSP process, family rights and communication strategies/ CDE Part C state staff, Training Cadre, PEAK Parent Center staff, and contract staff.	Completed in FFY 2005.
4.2	2007-2008 Targets for 4A and 4C will be revised and the target for 4B will be established based on reported baseline/ DDD staff and Results Matter team.	Completed. In FFY 2007, targets were revised and are included in the FFY 2008 SPP.
4.3	2007-2008 Revisions will be made to documents distributed to families, as well as the distribution process in order	Ongoing Activity. In FFY 2007, revisions were made to the materials and the distribution process.

	to improve responses, representativeness and usefulness of the information/ DDD staff, CICC workgroup and Results Matter team.	
4.4	2005-2006 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 know their local and state level resources for support and information will be disseminated and technical assistance provided to CCBs/ DDD staff and Parent Leadership Task Force.	Completed FFY 2006.
4.5	2006-2008 Parent training will be provided on a regional basis and materials disseminated statewide/ DDD staff, PEAK Parent Center staff, and contract staff.	Completed. In FFY 2007, 11 parent trainings occurred in various service areas of the state using the <i>Inspiring Futures</i> curriculum with 155 participants in total. Five trainings occurred in the Denver Metro area and the other training locations included, Alamosa, Canon City, Colorado Springs, Edwards, Evans, and Mancos. Two parents conducted these trainings using a peer-to-peer model. Through a contract with El Grupo Vida, five trainings were conducted entirely in Spanish for bilingual and monolingual Spanish speaking families. 46,390 public awareness materials were disseminated by Early Intervention Colorado: 43,669 (94%) of the materials ordered target family members. Of those, 31,529 (72%) of the materials were published in English and 12,140 (28%) in Spanish.
4.6	2007-2009 DDD will work with the Legal Center for People with Disabilities and Older People to provide regional training to early intervention staff and families regarding procedural safeguards/ DDD staff and Legal Center staff.	Ongoing Activity. In FFY 2007, four regional trainings were provided for service coordinators and early intervention staff across the state. Training focused on the review of child and family rights and procedural safeguards and strategies for ensuring families understand those rights. Additional trainings using new family rights documents are planned for FFY 2008.
4.7	2007-2010 Data from family surveys will be collected and analyzed by each local program in order to provide an additional source of data for local status determinations/ DDD staff and Results Matter staff.	Ongoing Activity. In FFY 2007, state aggregate data was available by race/ethnicity; age of child; length of stay in service; gender, and local program. Data was collected through an on-line system and reports generated by Teaching Strategies, Inc.
4.8	2007-2010 Written directions will be provided to local programs on preparing families for the survey and encouraging families to complete the survey within one month of the distribution/ DDD staff and Results Matter staff.	Ongoing Activity. In FFY 2007, written guidance documents were provided for local early intervention providers and community partners to support strategies for encouraging families to complete the family outcomes survey.
4.9	2007-2010 Assistance will be provided to Spanish-speaking support groups to	Ongoing Activity. In FFY 2007, written guidance documents were provided to two statewide

	distribute and support completion of the survey among Spanish-speaking families/ DDD staff, Results Matter Team, and contract staff.	organizations that support Spanish-speaking families. In addition, local programs were provided these documents so that they could distribute them to other local programs serving Spanish-speaking families.
4.10	2005-2010 A statewide survey will be conducted of families currently receiving early intervention services and/or within one year of exit using family survey tool/ DDD staff and Results Matters team.	Ongoing Activity. Between April - June 2008, the ECO Center Family Outcomes Survey was distributed to all families in the Colorado early intervention system that had been receiving services for at least six months.
4.11	2005-2010 Required Service Coordination Core Competencies Training will continue to provide training on understanding and communicating parental rights, communication strategies for families/ DDD staff and Training Cadre.	Ongoing Activity. In FFY 2007, four Service Coordination Core Trainings were conducted with a total attendance of 68 participants. "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 and a link to this site is on the EI Colorado website.
4.12	2005-2010 Statewide training on IFSP process, family rights, communication strategies will be provided for parents and service providers two times per year at the <i>Parents Encouraging Parents (PEP)</i> conference/DDD staff.	Ongoing Activity. In FFY 2007, two <i>Parents Encouraging Parents (PEP)</i> conferences were held. State staff participated in both conferences, facilitating informative, interactive sessions on the early intervention system, IFSP development, transition to Part B and the role of parents as team members.
4.13	2005-2010 The <i>ABCs of Parent Leadership</i> training will be provided annually/DDD staff, and PEAK Parent Center staff	Ongoing Activity – Timeline revised in Improvement Activity 4.11, SPP submitted February 2, 2009. In FFY 2007, PEAK Parent Center scheduled one three-day parent leadership workshop 10 participants from across the state using the curriculum, <i>The ABC's of Parent Leadership</i> . The workshop took place in Colorado Springs. 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. An additional workshop was cancelled due to lack of participation.
4.14	2007-2010 The <i>Inspiring Futures</i> publication will be revised and disseminated/ DDD staff.	Completed. In FFY 2007, 2,284 <i>Inspiring Futures: Understanding Early Intervention from the Beginning</i> booklets were ordered from the Early Intervention Colorado website throughout the course of the year: 2209 (77%) English and 609 (23%) Spanish.

Explanation of Progress or Slippage for FFY 2007:

- 4A: The target of 75% was not met, and there was slippage from 88% reported in FFY 2006 to 73% in FFY 2007.
- 4B: The target of 95.25% was not met, and there was slippage from 94% reported in FFY 2006 to 87% in FFY 2007.
- 4C: The target of 75% was met, however, there was slippage from 96% reported in FFY 2006 to 91% in FFY 2007.

The slippage seen for 4A may be attributed to the fact that 43% percent of families who returned surveys had been in the program for less than one year. Their limited time in the program may have impacted their confidence in their knowledge and understanding of rights and procedural safeguards. In Spring 2008, regional trainings were provided to service coordinators across the state on child and family rights and procedural safeguards. Because the FFY 2007 Family Outcomes Survey was sent to families shortly after the trainings, the knowledge that the service coordinators gained on how to explain rights and procedural safeguards to families did not influence the responses for this round of surveys. The results of these trainings are expected to impact the results of the FFY 2008 Family Outcomes Survey.

The baseline and targets set for 4B in the SPP submitted in February 2008 were based on a single year's data reported for FFY 2006 and may have been an unrealistic target. The overall return rate of surveys could not be determined because the surveys were completed partially using the online version and paper copies were distributed by local programs without careful documentation of the number sent to families. The returned surveys may not have been representative of the demographic characteristics of families receiving services. The minimal data available impeded the ability to accurately determine this baseline and targets. The baseline and targets for this outcome have been reviewed and revised by the Results Matter Workgroup based on more comprehensive data and stakeholder input and are included in the SPP submitted February 2, 2009.

In an effort to increase our return rate, a letter from a parent on the CICC and a paper copy of the survey were sent to families on April 1, 2008 announcing the availability of an on-line survey as well as an option to complete and return the paper survey. Each CCB was asked to have service coordinators and service providers inform families that they would be receiving the survey and to encourage the family to complete it. In addition, documents explaining the survey and requesting support were sent to community and EI partners statewide so that they would be informed of the process and could provide support to families.

The representativeness of the Family Outcomes Surveys returned 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 services. This comparison indicates the results are representative by gender and age of the child. For example, 36% of the parents who returned a survey indicated that their child was female compared to 39% of children reported in the 618 Child Count (reported annually to OSEP) as female; 56% of parents who returned a survey indicated that their child was male and 61% of children were reported in the 618 Child Count data as being 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.

Responses	Total	Percentage	618 Percentage
White	365	77%	62%
Hispanic or Latino	76	16%	29%
Black or African American	12	3%	5%
American Indian or Alaskan Native	2	1%	1%
Asian or Pacific Islander	16	3%	3%
	N=471	100%	100%

DDD will continue to refine the data collection process to ensure the representativeness of the data reported.

To address the slippage that occurred in FFY 2007, DDD has reviewed the improvement activities described above and revised them where appropriate, and the following improvement activities have been added which are described in the SPP submitted February 2, 2009:

- Strategies and procedures used in other states to implement The Family Outcomes Survey will be reviewed to determine if they may be applicable in Colorado to improve return rates, demographic representation and overall outcomes;
- Technical assistance will be accessed in the area of statistical data analysis of the family outcomes data in order to identify possible issues contributing to the lack of progress; and

- Materials for families on rights and procedural safeguards will be revised and disseminated statewide and training on the use of the materials will be provided to service coordinators.

New family materials have been created to explain rights and procedural safeguards and have been distributed statewide. In order to ensure progress toward meeting the target for 4A, DDD will continue to provide training to service coordinators on how and when notice must be provided to families of their rights and procedural safeguards.

DDD publicly reports local program performance (including status determinations) on an annual basis by comparing each CCB with other CCBs of similar size and with state targets on compliance and performance measures. In late Spring 2008, reports for FFY 2006 were publicly released and are published on the website at www.eicolorado.org.

For those CCBs who are in year two of the status determination category of "Needs Assistance", DDD issued a menu of technical assistance activities which is posted on the website at www.eicolorado.org and will document which resources are utilized to help inform technical assistance efforts in the future.

Revisions, with Justification, to Proposed Targets, Improvement Activities, Timelines and Resources for FFY 2008, if applicable: Revisions are noted in the revised SPP that is submitted with this 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 2007 (July 1, 2007-June 30, 2008)**

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 FFY 2007
2007 (2007-2008)	Colorado's identification rate for infants birth to 1 with IFSPs will be .90%	.71%

Data Analysis: The identification rate for infants 0-12 months was .71% (512 infants from a population of 72,476) 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 .71% is in comparison to:

- A. .97% for other states with a moderate eligibility definition similar to Colorado; and,
- B. 1.05% for the national average.

Discussion of Improvement Activities Completed for FFY 2007:

	State Performance Plan Activities	Progress on Improvement Activities Completed in FFY 2007
5.1	2005-2006 A notification document will be developed for statewide procedures for early and comprehensive	Completed in FFY 2005.

	identification of children who are in the public health system (PHS) and who are also eligible for early intervention services/ CDE Part C staff and CDPHE staff.	
5.2	2005-2006 Focused monitoring activities to identify successful outreach to medical and health system personnel for referrals and IFSP development status and need areas/ CDE Part C staff and contract staff.	Completed in FFY 2005.
5.3	2006-2007 A state level protocol will be developed for eligibility questions on specific established conditions through the advisement of state advisory group/ DDD staff, CDPHE staff and advisory group.	Completed in FFY 2006.
5.4	2006-2007 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 explored and defined and determination made as to what resources are needed to meet those needs/ DDD staff and contract staff.	Completed in FFY 2006.
5.5	2006-2007 A statewide training will be developed for local communities to support the establishment of local interagency operating agreements that define a referral process for children identified under CAPTA/ DDD staff, Child Welfare staff, and contract staff.	Completed in FFY 2006.
5.6	2006-2007 A technical assistance publication will be developed on guidance for the Primary Care Provider role in referral and ongoing involvement in the IFSP process/ DDD staff, contract staff, and physician advisor on CICC.	Completed in FFY 2006.
5.7	2005-2007 Technical assistance will be provided on the identification of babies by hospital personnel and initial IFSP development for infants in the NICU, hospital, or recently discharged infants/ DDD staff, CICC workgroup and key stakeholders.	Completed in FFY 2006.
5.8	2007-2008 A rigorous definition of developmental delay and categorical eligibility will be developed/ DDD staff, CICC workgroup and key stakeholders.	Completed. In FFY 2007, DDD revised the definition and included it in the Early Intervention Colorado State Plan submitted February 1, 2008.
5.9	2005-2008 Training on systems	Completed. In Spring 2008, a <i>Local Early</i>

	collaboration will be developed for HCP and local early intervention programs through early involvement of PHS staff in the IFSP process/ DDD staff and state CDPHE staff.	<i>Intervention (EI) Program and Health Care Program for Children with Special Needs (HCP) Collaborative Guidelines</i> webinar was conducted in the spring with 76 participants to clarify the Collaborative Guidelines between local CCB and HCP offices. Handouts and training are posted on the EI Colorado website as a resource for local programs. In addition, three onsite trainings using these materials were held in the metro, western, and eastern regions of the state with 41 participants.
5.10	2006-2010 Information from TRACE Center website on evidenced based strategies to communicate with physician offices will be reviewed, and information will be integrated into public awareness materials for local offices and disseminated statewide to provide technical assistance on outreach/ DDD staff, ABCD Project, and contract staff.	Ongoing Activity. In FFY 2007, the <i>Referral Status Update Form</i> was developed to reinforce the link between referral sources and the local early intervention programs within the 20 CCBs statewide.
5.11	2005-2010 Public awareness materials will be developed or updated for general public, specific populations, in multiple media formats/ DDD staff, ABCD Project, and contract staff.	Ongoing Activity. In FFY 2007, public awareness materials were revised to reflect early intervention system updates in Colorado.
5.12	2005-2010 NICU project service coordination liaison staff will support early referral and development of initial IFSP and family involvement in NICU settings statewide/ Contract staff.	Ongoing Activity. In FFY 2007, 557 newborns and their families were served through the NICU Liaison Project.
5.13	2005-2010 Technical assistance to Child Find and early intervention referral systems on best practices will be provided for outreach to all populations, including child care providers, families who are homeless or in the child welfare system (including drug affected, foster care and children in cases of substantiated abuse and neglect)/ DDD staff, Child Welfare State staff, Colorado Systems Integration Model for Infants grant staff and contract staff.	Ongoing Activity. In FFY 2007, five <i>Implementing Part C Provisions Required under CAPTA and IDEA</i> trainings were conducted statewide for 150 participants.

Explanation of Progress or Slippage for FFY 2007: The target of .90% was not met and the identification rate of .71% for FFY 2007 shows slight slippage from .73% reported in FFY 2006.

Colorado remains below the national average and the average of other states that have what is considered a moderate eligibility definition (i.e., New York, Rhode Island, Indiana, Illinois, Delaware, South Dakota, Puerto Rico, New Jersey, Kentucky, Alaska, Minnesota, Missouri, Louisiana, Guam, and North Carolina).

DDD engaged in numerous activities to address the need to increase the identification rate of infants, birth to one year. The *Implementing Part C Provisions Required under CAPTA and IDEA* trainings were in Durango, Fort Collins, Pueblo and two trainings in the Denver Metro area. On June 17, 2008, Colorado participated in the McKinney Vento and IDEA Administration Collaboration, a one day web-based policy

forum co-hosted by the National Center for Homeless Education (NCHE) and Project Forum at the National Association of State Directors of Special Education (NASDSE).

The following family materials were developed in Spanish and English:

- *A Family Overview: Colorado's Early Intervention System at a Glance;*
- *A Family Guide: Referral and Eligibility for Colorado's Early Intervention Services;*
- *A Family Guide: Funding Early Intervention Services;* and
- Family panel cards (to be given to families by health care professionals as a referral tool when a child scores below the cutoff on a standardized developmental screening instrument).

A *Referral Status Update Form* was developed to reinforce the link between referral sources and the local early intervention programs within the 20 CCBs statewide. The form was developed based on research findings from the Tracking, Referral and Assessment Center for Excellence (TRACE). The form includes: 1) eligibility determination, including receipt of a referral, status of scheduling an evaluation, and an indication that the child was or was not eligible for services, 2) evaluation results, including assessment results and findings, assessment reports, and diagnostic results, 3) intervention, including information about available services, treatment options, and IFSP, 4) progress reports, including information on child progress, feedback on type and frequency of service provision, and changes in service provision, and 5) physician involvement, including coordination of child services, joint follow-up communication, and face-to-face visits by the practitioner in the physician's office. DDD requires CCBs to use this form to notify the referral source of a child's status.

Ongoing work continues to increase the use of standardized developmental screening as a routine part of a well child visit within a pediatric health care practice to promote early identification and referral of infants and toddlers in Colorado.

The NICU Project collaboration with hospital staff, along with programs such as March of Dimes and Bright Beginnings is ongoing. These collaborative efforts address many issues such as family education in developmentally supportive care, family involvement within the NICU setting, and best practices for transition home upon discharge.

DDD has reviewed the improvement activities described above and revised them where appropriate, and the following improvement activities have been added which are described in the SPP submitted February 2, 2009:

- DDD will implement revised procedures for focused monitoring that effectively identify root causes of barriers for those CCBs that are low performing on this indicator;
- DDD will monitor all 20 CCBs for compliance on related requirements for Indicator 5, using a combination of data review, self-assessment and onsite data verification, issue written notifications of noncompliance, and require POCs when noncompliance is identified; and
- Materials will be developed for state and local public awareness and outreach efforts to families who are homeless or in the child welfare system (including drug affected, foster care and children in cases of substantiated abuse and neglect).

DDD publicly reports local program performance (including status determinations) on an annual basis by comparing each CCB with other CCBs of similar size and with state targets on compliance and performance measures. In late Spring 2008, reports for FFY 2006 were publicly released and are published on the website at www.eicolorado.org.

For those CCBs who are in year two of the status determination category of "Needs Assistance", DDD issued a menu of technical assistance activities which is posted on the website at www.eicolorado.org and will document which resources are utilized to help inform technical assistance efforts in the future.

Revisions, with Justification, to Proposed Targets, Improvement Activities, Timelines, and Resources for FFY 2008, if applicable: Revisions are noted in the revised SPP that is submitted with this APR. Changes have been made to conclude 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 national 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 2007 (July 1, 2007-June 30, 2008)**

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 FFY 2007
2007 (2007-2008)	Colorado's identification rate of infants and toddlers birth to three with IFSPs will be 2.2%	1.92%

Data Analysis: The Colorado identification rate for infants and toddlers birth to three was 1.92% (4,069 from a 0-3 population of 212,392) 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. 2.99% for other states with a moderate eligibility definition similar to Colorado, and,
- B. 2.53% for the national average.

Discussion of Improvement Activities Completed for FFY 2007:

	State Performance Plan Activities	Progress on Improvement Activities Completed in FFY 2007
6.1	2005-2006 CDE will participate in grant funded by the U.S. Department of Health and Human Services (October 2004) to investigate, promote collaboration between the Child Welfare System, Early Intervention and Early Care and Education System and disseminate best practices data statewide/ CDE Part C staff,	Completed in FFY 2005.

	CDHS/Child Welfare staff, and local early intervention program staff.	
6.2	2005-2006 CDE and Child Welfare will publish a joint letter directing that all children in substantiated cases of abuse and neglect be referred by Child Welfare agencies to the local early intervention system / CDE Part C staff and Child Welfare staff.	Completed in FFY 2005.
6.3	2006-2008 A web-based training and technical assistance paper of procedures for referring all children in substantiated cases of abuse and neglect will be developed/ DDD staff, Child Welfare staff and contract staff.	Completed. In FFY 2007, five <i>Implementing Part C Provisions Required under CAPTA and IDEA</i> trainings were conducted statewide for 150 participants.
6.4	2006-2007 DDD will collaborate with Child Welfare to develop a statewide training for local communities to support the establishment of local interagency operating agreements that define a referral process for children identified under CAPTA/ DDD staff, Child Welfare staff, and contract staff.	Completed in FFY 2006.
6.5	2006-2007 A technical assistance publication will be developed on guidance for the Primary Care Provider role in referral and ongoing involvement in the IFSP process/ DDD staff, contract staff and physician advisor on the CICC.	Completed in FFY 2006.
6.6	2006-2007 A rigorous definition of developmental delay and categorical eligibility will be developed/ DDD staff, CICC, and key stakeholders.	Completed. In FFY 2007, DDD revised the definition and it was included in the Early Intervention Colorado State Plan submitted February 1, 2008.
6.7	2006-2007 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 explored and defined, and a determination made as to what resources are needed to meet those needs/ DDD staff and contract staff.	Completed in FFY 2006.
6.8	2007-2010 A train the trainer model will be developed for those working with children with social/emotional needs/ DDD staff, CSEFEL, and contract staff.	Ongoing Activity. In FFY 2007, the train-the-trainer model was used to promote the Pyramid Model with over 300 people trained in the model and 13 trained coaches statewide.
6.9	2007-2010 Technical assistance materials will be developed to identify and support toddlers with social/emotional needs/ DDD staff; CICC/MOU sub-committee, CSEFEL, and contract staff.	Ongoing Activity. In FFY 2007, DDD worked with interagency partners to develop and disseminate a technical assistance brief, <i>Infants and Toddlers with Social Emotional Delays or Mental Health Concerns and Colorado's Early Intervention System</i> . This brief is posted on the EI Colorado website as a resource for local programs.
6.10	2006-2010 Information from TRACE Center website on evidenced based strategies to	Ongoing Activity. In FFY 2007, a <i>Referral Status Update Form</i> was developed to

	communicate with physician offices will be reviewed and information will be integrated into public awareness materials for local offices and disseminated statewide to provide technical assistance on outreach/ DDD staff and contract staff.	reinforce the link between referral sources and the local early intervention programs within the 20 CCBs statewide. The form was developed based on research finding from TRACE Center.
6.11	2005-2007 State-level interagency policies and procedures will be developed for state and local public awareness and outreach efforts to families who are homeless or in the child welfare system (including drug affected, foster care and children in cases of substantiated abuse and neglect)/ DDD staff, Colorado Systems Integration Model for Infants grant staff, Child Welfare state staff.	Completed in FFY 2006.
6.12	2005-2010 Technical assistance to Child Find and early intervention referral systems on best practices will be provided for outreach to all populations, including families who are homeless and in the child welfare system (including drug affected, foster care and children in cases of substantiated abuse and neglect)/ DDD staff, CDE and Child Welfare state staff, and contract staff.	Ongoing Activity. In FFY 2007, five <i>Implementing Part C Provisions Required under CAPTA and IDEA</i> trainings were conducted statewide for 150 participants.

Explanation of Progress or Slippage for FFY 2007: The target of 2.2% was not met and the identification rate remained the same as the 1.92% reported in FFY 2006.

DDD engaged in numerous activities to address the need to increase the identification rate of infants and toddlers birth to three. The *Implementing Part C Provisions Required under CAPTA and IDEA* trainings were held in Durango, Fort Collins, Pueblo and the Denver Metro area. On June 17, 2008, Colorado participated in the *McKinney Vento and IDEA Administration Collaboration*, a one day web-based policy forum co-hosted by NCHE and NASDSE.

The following family materials were developed in Spanish and English:

- *A Family Overview: Colorado's Early Intervention System at a Glance;*
- *A Family Guide: Referral and Eligibility for Colorado's Early Intervention Services;*
- *A Family Guide: Funding Early Intervention Services;* and
- Family panel cards (to be given to families by health care professionals as a referral tool when a child scores below the cutoff on a standardized developmental screening instrument).

A *Referral Status Update Form* was developed to reinforce the link between referral sources and the local early intervention programs within the 20 CCBs statewide. The form was developed based on research finding from TRACE Center. The form includes: 1) eligibility determination, including receipt of a referral, status of scheduling an evaluation, and an indication that the child was or was not eligible for services, 2) evaluation results, including assessment results and findings, assessment reports, and diagnostic results, 3) intervention, including information about available services, treatment options, and IFSP, 4) progress reports, including information on child progress, feedback on type and frequency of service provision, and changes in service provision, and 5) physician involvement, including coordination of child services, joint follow-up communication, and face-to face visits by the practitioner in the physician's office. DDD requires CCBs to use this form to notify the referral source of a child's status.

Ongoing work continues to increase the use of standardized developmental screening as a routine part of a well-child visit within a pediatric health care practice to promote early identification and referral of infants and toddlers in Colorado.

DDD has reviewed the improvement activities described above and revised them where appropriate, and the following improvement activities have been added which are described in the SPP submitted February 2, 2009:

- DDD will implement revised procedures for focused monitoring that effectively identify root causes of barriers to providing expected child identification;
- Materials will be developed for state and local public awareness and outreach efforts to families who are homeless or in the child welfare system (including drug affected, foster care and children in cases of substantiated abuse and neglect); and
- DDD will monitor all 20 CCBs for compliance on related requirements for Indicator 6, using a combination of data review, self-assessment and onsite data verification, issue written notifications of noncompliance, and require POCs when noncompliance is identified.

DDD publicly reports local program performance (including status determinations) on an annual basis by comparing each CCB with other CCBs of similar size and with state targets on compliance and performance measures. In late Spring 2008, reports for FFY 2006 were publicly released and are published on the website at www.eicolorado.org.

For those CCBs who are in year two of the status determination category of "Needs Assistance", DDD issued a menu of technical assistance activities which is posted on the website at www.eicolorado.org and will document which resources are utilized to help inform technical assistance efforts in the future.

Revisions, with Justification, to Proposed Targets, Improvement Activities, Timelines, and Resources for FFY 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 national 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 2007 (July 1, 2007-June 30, 2008)**

Overview of the Annual Performance Report Development: 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 FFY 2007
2007 (2007-2008)	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.	90.59%

Data Analysis: The data for this measure was captured in the analysis of statewide data from all 20 early intervention programs. It includes 100% of infants and toddlers who were referred between July 1, 2007 and June 30, 2008 who had an IFSP or who had been in the system for 45 days so should have an IFSP.

- 3,518 = Total Initial IFSPs
- 2,623 = Total Timely IFSPs
- 564 = Untimely IFSPs due to exceptional family delays
- 331 = Untimely IFSPs due to system delays

90.59% = (2,623 + 564 = 3,187 divided by 3,518 x 100)

Discussion of Improvement Activities Completed for FFY 2007:

	State Performance Plan Activities	Progress on Improvement Activities Completed in FFY 2007
7.1	2005-2007 An IFSP matrix database and manual will be developed, and service coordination managers will be trained on using the tool for monitoring IFSP compliance locally and for conducting local program self-assessment/ DDD staff.	Not Applicable – Revised in Improvement Activity 7.10, SPP submitted February 2, 2009. In FFY 2007, the IFSP matrix was being considered for revision that would enable it to be used as a tool for compliance monitoring, self-assessment at the local level, and evaluating the efficacy of local trainings. After reviewing the tool, it was determined that the amount of work necessary to update the Access format to make the tool functional was prohibitive and another tool for self-assessment was chosen.
7.2	2007-2008 The state Early Intervention rules will be revised to incorporate changes to the Child Find legislation (CRS 27-10.5-140)/ DDD staff.	Pending Activity - Timeline revised in Improvement Activity 7.12, SPP submitted February 2, 2009. State EI rules will be revised after the federal Part C Regulations are finalized.
7.3	2007-2008 DDD will collaborate with CDE to revise the state Memorandum of Understanding that includes strategies to improve compliance with the multidisciplinary evaluation and 45-day timeline requirements/ DDD and CDE staff.	Completed. In Spring 2008, joint meetings between DDD and CDE were held to address communities that faced challenges in meeting the 45-day timeline.
7.4	2007-2008 Technical assistance will be provided to CCBs to implement the new Child Find legislation/ DDD staff.	Completed. In Spring 2008, a conference call was conducted by DDD and CDE staff to address federal and state requirements for CCB and Administrative Unit (AU) staff.
7.5	2007-2008 Technical assistance will be provided to CCBs to develop interagency operating agreements with their administrative units regarding procedures to meet the requirements related to Indicator 7/ DDD staff.	Completed. In Fall 2007, guidelines for developing the interagency agreements were distributed to the CCBs. Technical assistance was provided through the Spring 2008 conference call and follow-up individual contact throughout the year with CCBs.
7.6	2007-2008 The state data system will be revised to collect more accurate and reliable data for Indicator 7 and to enable the state to better track progress or slippage/ DDD staff.	Completed. In Fall 2007, the data system transfer was completed.
7.7	2007-2010 Desk audits will be conducted on Indicator 7 to ensure compliance and timely correction of noncompliance in all CCBs/ DDD staff.	Ongoing Activity – Revised in Improvement Activity 7.10, SPP submitted February 2, 2009. In FFY 2007, data from July 1, 2006 – June 30, 2007 was analyzed to determine CCB compliance on Indicator 7 and POCs were issued for any noncompliance identified.
7.8	2006-2010 CCBs will develop and implement interagency operating agreements with their local administrative units to ensure timely	Ongoing Activity. In FFY 2007, 18 CCBs completed their Interagency Agreements. Two remaining local programs are still working with their AUs for final approval.

	evaluations and assessments and initial IFSPs/ DDD staff, CCBs and LICCs.	
7.9	2006-2010 Statewide onsite monitoring activities (file reviews, interviews and family focus groups) will be conducted regarding compliance with the 45-day timeline/ DDD staff and Training Cadre.	Ongoing Activity – Revised in Improvement Activity 7.10, SPP submitted February 2, 2009. In FFY 2007, all 20 CCBs were monitored using a combination of data review, self-assessment and onsite data verification visits. Ten CCBs had an onsite data verification visit during FFY 2007.
7.10	2005-2007 Service Coordination Core Competencies Training with a module on the IFSP process, including evaluation process and timelines will continue to be provided/ DDD staff and Training Cadre.	Ongoing Activity – Timeline revised in Improvement Activity 7.14, SPP submitted February 2, 2009. In FFY 2007, four Service Coordination Core Competencies Trainings were conducted with 68 participants. Evaluation and IFSP information was covered in the curriculum. The use of the Results Matter ongoing assessment process throughout the IFSP process was added to the training.

Explanation of Progress or Slippage for FFY 2007: The target of 100% was not met and the performance remained consistent, making slight progress, from 90% in FFY 2006 to 90.59% in FFY 2007.

After the passage of state legislation that defined responsibilities for birth to three Child Find, a joint memorandum was developed by DDD and CDE and distributed to the CCBs and AUs. A conference call was conducted in April 2008 by DDD and CDE staff to address federal and state requirements for CCB and AU staff. The call specifically addressed roles and responsibilities during the screening, evaluation, and initial IFSP process and the development of an interagency operating agreement to define local procedures. The call also provided guidelines for CAPTA requirements and referrals that come from a NICU setting. The call and related materials, including a joint directive, crosswalk and frequently asked questions documents, were distributed statewide and have been posted to the EI Colorado website as a resource for local programs.

DDD revised the written notification of noncompliance and POC procedures to ensure that CCBs understood the areas of noncompliance and to ensure they successfully completed their POCs. The changes included more direction from DDD on incremental targets (required evidence of change) that were expected and reporting requirements were built into the POC so that CCBs regularly provided data to DDD on the progress that they were making. A review of April 1, 2008 – June 30, 2008 data on Indicator 7 shows that the more highly focused efforts began to show their effectiveness on statewide performance in the last quarter of the fiscal year rising to 93.21%.

To address the 9.4% of noncompliance that occurred in FFY 2007 for Indicator 7, DDD has reviewed the improvement activities described above and revised them where appropriate, and the following improvement activities have been added which are described in the SPP submitted February 2, 2009:

- DDD will develop a process for funding CCBs to reimburse private providers for team consultation and attendance at IFSP meetings;
- DDD will provide training and technical assistance to CCBs on appropriate identification of family vs. system reasons for delays;
- DDD will collaborate with CDE to ensure that vision and hearing screenings occur for infants and toddlers during eligibility evaluations and initial assessments;
- DDD will implement revised procedures for focused monitoring that effectively identify root causes of barriers for those CCBs that are low performing on this indicator;
- DDD will provide technical assistance to CCBs to increase funding for service coordination through expanding the number of eligible children and families served through Medicaid Targeted Case Management;

- DDD will monitor all 20 CCBs for compliance on Indicator 7, using a combination of data review, self-assessment and onsite data verification visits, issue written notifications of noncompliance, and require POCs when noncompliance is identified; and
- Materials for families about the IFSP process, with an explanation of the multidisciplinary evaluation and IFSP development, will be developed and distributed statewide.

Based on the data from FFY 2007, DDD issued a finding of noncompliance to eight CCBs in December 2008, with scheduled correction as soon as possible, but no later than one year from date of notification. Three CCBs have already corrected and five are on target for timely correction no later than one year from the date of notification.

DDD has revised the tracking procedures for correction of noncompliance for findings issued to CCBs. Notification is given to the CCB as soon as possible after noncompliance is identified. When a POC is developed, specific, state-required benchmarks are provided to the CCB. The benchmarks are entered into a tracking system and data is provided by the CCB at intervals determined by DDD and reviewed for progress toward the benchmarks. When 100% compliance is reached and verified, as soon as possible and no later than one year of the date of notification, and the ability to sustain the improvement is confirmed, DDD notifies the CCB in writing.

DDD publicly reports local program performance (including status determinations) on an annual basis by comparing each CCB with other CCBs of similar size and with state targets on compliance and performance measures. In late Spring 2008, reports for FFY 2006 were publicly released and are published on the website at www.eicolorado.org.

For those CCBs who are in year two of the status determination category of "Needs Assistance", DDD issued a menu of technical assistance activities which is posted on the website at www.eicolorado.org and will document which resources are utilized to help inform technical assistance efforts in the future.

Resolution of previously identified noncompliance in FFY 2006: Based on the data from FFY 2006, DDD issued a finding of noncompliance to nine CCBs for Indicator 7 and two CCBs for Indicator 7 related requirement at 34 CFR 303.23 (a) provision of service coordination activities. DDD issued POCs with scheduled correction as soon as possible, but no later than one year from date of notification. DDD also revised the written notification of noncompliance and POC procedures to make certain that CCBs understood the areas of noncompliance to ensure they successfully completed their POC. The changes included more direction from DDD on incremental targets (required evidence of change) that were expected, and more specific reporting requirements were built into the POC so that CCBs were regularly reporting to DDD on the progress that they were making. These more focused efforts resulted in eight of the CCBs' correction of noncompliance. Of these findings:

Indicator 7 - Six CCBs corrected within one year; one CCB corrected within 14 months; one CCB corrected within 15 months; and one CCB is making progress but has not yet corrected.

Related requirement – Both CCBs corrected within one year.

One CCB had one finding that was not corrected in a timely manner. As a result, DDD implemented multiple enforcement activities with the CCB that included the following:

- An onsite file review was conducted midway during the original one-year POC period. While progress was being made it was not substantial enough to confirm correction. The POC was amended with additional data reporting requirements.
- Multiple technical assistance visits were made to the CCB for staff training.
- The status determination for this CCB dropped from "Needs Assistance" to "Needs Intervention".
- Multiple technical assistance calls were conducted regarding data collection and issues related to the validity of the data being reported to DDD through the POC process.

- A focused monitoring onsite visit was conducted in October 2008 to identify the root causes that were preventing the CCB from correcting noncompliance.
- The POC was amended with specific requirements by DDD to construct policies and procedures around Indicator 7 and any related requirements.
- An additional requirement to address the policies and procedures around data collection and the use of data in the general supervision of the early intervention program was added to the POC.
- The CCB has been required to collaborate with a lead State staff person who has been assigned to the CCB for regular contact and technical assistance until correction of noncompliance is achieved.

Revisions, with Justification, to Proposed Targets, Improvement Activities, Timelines, and Resources for FFY 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 and a private national 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 2007 (July 1, 2007-June 30, 2008)**

Overview of the Annual Performance Report Development: 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 FFY 2007
2007 (2007-2008)	A. 100% of all children exiting Part C will have an IFSP with transition steps and services.	A. 99.09%
2007 (2007-2008)	B. 100% of children exiting Part C and potentially eligible for Part B will have notification to the LEA occur.	B. 98.22%
2007 (2007-2008)	C. 100% of potentially Part B eligible children will have a timely transition conference.	C. 84.74%

Data Analysis: The data on the number of infants and toddlers from all 20 CCBs who received timely transition planning was captured in the statewide data analysis of all children who turned 2 years, 9 months between July 1, 2007 and June 30, 2008. Colorado collects data from all early intervention programs in a statewide data system and reports on 100% of the children for whom transition planning occurred.

A.

- 2,306 = Number of children who exited early intervention services
- 2,285 = Number of children with IFSPs with Transition Steps and Services
- 21 = Number of children with IFSPs with no Transition Steps and Services

99.09% = Percentage of children with IFSPs with Transition Steps and Services (2,285 divided by 2,306)

B.

- 2,306 = Number of children who exited early intervention services
- 2,265 = Number of children for whom Transition Notification was sent
- 41 = Number of children for whom no Transition Notification was sent

98.22% = Percentage of children with Transition Notifications to LEAs (2,265 divided by 2,306)

C.

- 2,306 = Number of children who had a transition conference
- 1,585 = Number of children with timely conferences
- 369 = Number of late conferences due to exceptional family delays
- 352 = Number of late conferences due to systems delays

84.74% = (1,585 + 369 = 1,954 divided by 2,306 x 100)

Discussion of Improvement Activities Completed for FFY 2007:

	State Performance Plan Activities	Progress on Improvement Activities Completed in FFY 2007
8.1	2004-2005 Training and technical assistance will be provided to three local interagency groups to develop the continuous improvement plan to come into compliance with IDEA transition requirements within one year from the citation (January 2006)/ CDE Part C and Part B 619 staff.	Completed in FFY 2005.
8.2	2005-2006 Technical assistance will be provided through documents and web-based resources from lead agency/ CDE Part C and Part B/619 staff and contract staff.	Completed in FFY 2005.
8.3	2005-2006 Regional topical meetings with follow up technical assistance on transition will be conducted with Child Find coordinators / CDE Part C and Part B 619 staff.	Completed in FFY 2005.
8.4	2007-2008 State policies, procedures, and interagency operating agreements will be revised to ensure compliance with transition requirements/ DDD staff and CICC/MOU sub-committee.	Completed. In FFY 2007, revisions to the transition policies and procedures were made in the 2008 Early Intervention Colorado State Plan. Technical assistance calls and materials were used to improve compliance on Indicators 8A-C.

8.5	2007-2008 The Community Contract Management System (CCMS) web-based data system will be revised to ensure all key data points for transition are captured to ensure validity and reliability of the data from all CCBs/ DDD staff.	Completed. In Fall 2007, the data system transfer was completed and all key data points for transition were included.
8.6	2007-2008 DDD staff will collaborate with CDE to identify administrative units or local education agencies and CCBs that need state level technical assistance to meet transition requirements/ DDD staff and CDE staff.	Ongoing Activity. In FFY 2007, joint meetings between DDD and CDE were held to address communities that faced challenges in meeting the transition requirements.
8.7	2007-2009 DDD staff will collaborate with CDE to revise the Memorandum of Understanding to address new state statutes and rules, and federal requirements related to transition/ DDD staff and CDE staff.	Ongoing Activity – Timeline revised in Improvement Activity 8.14, SPP submitted February 2, 2009. In FFY 2007, DDD and CDE collaborated on revising the Memorandum of Understanding.
8.8	2007-2009 A parent handbook on transition will be developed and disseminated/ DDD staff, CICC, Cultural Diversity Workgroup, and PEAK Parent Center.	Ongoing Activity. The initial draft was developed in FFY 2007 and will be completed in FFY 2008.
8.9	2006-2010 Onsite monitoring activities (file reviews, interviews and family focus groups) on transition planning, plan development and timelines statewide will be conducted/ DDD staff, Training Cadre and CICC.	Ongoing Activity - Revised in Improvement Activity 8.12, SPP submitted February 2, 2009. In FFY 2007, onsite monitoring was conducted for 10 CCBs.
8.10	2007-2010 Desk audits will be conducted on Indicator 8A-C to ensure compliance and timely correction of noncompliance in all CCBs/ DDD staff.	Ongoing Activity - Revised in Improvement Activity 8.12, SPP submitted February 2, 2009. In FFY 2007, data from July 1, 2006-June 30, 2007 was analyzed in Fall 2007 to determine a CCB's compliance on Indicator 8A-C and a plan of correction was issued for any noncompliance identified.
8.11	2006-2010 Training on transition requirements will be continued for service coordinators in required Service Coordination Core Competencies Training/ DDD staff and Training Cadre.	Ongoing Activity. In FFY 2007, four Service Coordination Core Competencies Trainings were conducted with a total attendance of 68 participants. The transition module was revised to reflect both best practice and federal requirements around transition.
8.12	2006-2010 CCBs will develop and implement interagency operating agreements with their local education agencies to ensure timely transitions for children exiting early intervention services and entering preschool services at age three/ DDD staff, local CCBs, and LICCs.	Ongoing Activity. In FFY 2007, 18 CCBs completed their Interagency Agreements. Two remaining local programs are still working with their AUs for final approval.

8.13	2005-2010 A parent training module on IFSP process, including transition, will be developed and implemented statewide through regional training/ DDD staff, Training Cadre, and PEAK Parent Center mentors.	Ongoing Activity – Timeline revised in Improvement Activity 8.13, SPP submitted February 2, 2009. In FFY 2007, 11 parent trainings occurred in various service areas of the state using the <i>Inspiring Futures</i> curriculum with 155 participants in total. Five trainings occurred in the Denver Metro area and the other training locations included, Alamosa, Canon City, Colorado Springs, Edwards, Evans, and Mancos. Two parents conducted these trainings using a peer-to-peer model. While all of the trainings had translation, five trainings were conducted entirely in Spanish for bilingual and monolingual Spanish speaking families.
------	---	--

Explanation of Progress or Slippage for FFY 2007: The following progress was made:

- 8A: The target of 100% was not met, however, progress was made from 96.55% reported in FFY 2006 to 99.09% in FFY 2007.
- 8B: The target of 100% was not met, however, progress was made from 97.9% reported in FFY 2006 to 98.22% in FFY 2007.
- 8C: The target of 100% was not met, however, progress was made from 83.06% in FFY 2006 to 84.74% in FFY 2007.

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, was a major focus of targeted technical assistance and statewide training during FFY 2007. Much confusion still remained at the local level regarding the LEA's role during the transition process; therefore, local programs were still delaying transition conferences until which time eligibility for Part B could be determined.

A statewide technical assistance call was held in May 2008 jointly by DDD and CDE for both early intervention staff and Child Find staff to further clarify the responsibilities of both parties during the transition process. Emphasis was made to local early intervention programs that the LEA must be involved in the transition process, and the transition conference must have occurred by the time the child turns 2 years, 9 months, regardless of Part B eligibility determination or the ability of the LEA to attend the conference in person. This joint effort between DDD and CDE is expected to have a positive impact on state performance in FFY 2008.

DDD revised the written notification of noncompliance and POC procedures to ensure that CCBs understood the areas in which they showed noncompliance and to ensure they successfully completed their POCs. The changes included more direction from DDD on incremental targets (required evidence of change) that were expected and reporting requirements were built into the POCs so that CCBs regularly provided data to DDD on the progress that they were making. A review of April 1-June 30, 2008 data on Indicator 8C showed that these more highly focused efforts began to show their effectiveness with statewide performance in the last quarter of the fiscal year rising to 87.14%.

To address the 15% of noncompliance that occurred in FFY 2007 for Indicator 8C, DDD has reviewed the improvement activities described above and revised them where appropriate, and the following improvement activities have been added which are described in the SPP submitted February 2, 2009:

- The transition module within the state IFSP training will be revised to provide more detail on required timelines for transition and the content of transition plans. This training will be provided to early intervention service coordinators, early interventionists and community partners throughout the state;
- A workshop on Part C to B transition for parents and early interventionists will be provided at the *Conference on Inclusive Education*;

- DDD will implement revised procedures for focused monitoring that effectively identify root causes of barriers for those CCBs that are low performing on this indicator;
- DDD will revise the state IFSP transition section to provide guidance to IFSP team members on required content for transition steps and services; and
- DDD will monitor all 20 CCBs for compliance on Indicators 8A, 8B and 8C, using a combination of data review, self-assessment and onsite data verification visits, issue written notifications of noncompliance, and require POCs when noncompliance is identified.

Based on the data from FFY 2007, DDD issued a finding of noncompliance to one CCB in December 2008 for Indicator 8B, with scheduled correction as soon as possible, but no later than one year from date of notification. This CCB is on target for timely correction.

Based on the data from FFY 2007, DDD issued a finding of noncompliance to seven CCBs in December 2008 for Indicator 8C, with scheduled correction as soon as possible, but no later than one year from date of notification. All are on target for timely correction.

DDD revised the tracking procedures for correction of noncompliance for findings issued to CCBs. Notification is given to the CCB as soon as possible after noncompliance is identified. When a POC is developed, specific, state-required benchmarks are provided to the CCB. The benchmarks are entered into a tracking system and data is provided by the CCB at intervals determined by DDD and reviewed for progress toward the benchmarks. When 100% compliance is reached and verified, as soon as possible and no later than one year of the date of notification, and the ability to sustain the improvement is confirmed, DDD notifies the CCB in writing.

DDD publicly reports local program performance (including status determinations) on an annual basis by comparing each CCB with other CCBs of similar size and with state targets on compliance and performance measures. In late Spring 2008, reports for FFY 2006 were publicly released and are published on the website at www.eicolorado.org.

For those CCBs who are in year two of the status determination category of "Needs Assistance", DDD issued a menu of technical assistance activities which is posted on the website at www.eicolorado.org and will document which resources are utilized to help inform technical assistance efforts in the future.

Resolution of previously identified noncompliance in FFY 2006: Based on the data from FFY 2006, DDD issued a finding of noncompliance to two CCBs for measure 8A, one CCB for measure 8B and eight CCBs for measure 8C. DDD issued POCs with scheduled correction as soon as possible, but no later than one year from date of notification. DDD also revised the written notification of noncompliance and POC procedures to make certain that CCBs understood the areas of noncompliance to ensure they successfully completed their corrective action plans. The changes included more direction from DDD on incremental targets (required evidence of change) that were expected, and more specific reporting requirements were built into the POCs so that CCBs were regularly reporting to DDD on the progress that they were making. These more focused efforts resulted in one CCB correcting measure 8A, both CCBs' correction of 8B and seven CCBs correction of measure 8C. Of these findings:

- 8A – One CCB corrected within one year and one is making progress but has not yet corrected;
- 8B – The CCB cited for this measure corrected within one year; and
- 8C – Five CCBs corrected within one year; one CCB corrected within 14 months; one CCB corrected within 15 months; and one CCB is making progress but has not yet corrected.

One CCB had two findings, in 8A and 8C, which were not corrected in a timely manner. As a result, DDD implemented multiple enforcement activities with the CCB that included the following:

- An onsite file review was conducted midway during the original one-year POC period. While progress was being made it was not substantial enough to confirm correction. The POC was amended with additional data reporting requirements.

- Multiple technical assistance visits were made to the CCB for staff training.
- The status determination for this CCB dropped from “Needs Assistance” to “Needs Intervention”.
- Multiple technical assistance calls were conducted regarding data collection and issues related to the validity of the data being reported to DDD through the POC process.
- A focused monitoring onsite visit was conducted in October 2008 to identify the root causes that were preventing the CCB from correcting noncompliance.
- The POC was amended with specific requirements by DDD to construct policies and procedures around Indicator 8A, B and C and any related requirements.
- An additional requirement to address the policies and procedures around data collection and the use of data in the general supervision of the early intervention program was added to the POC.
- The CCB has been required to collaborate with a lead State staff person who has been assigned to the CCB for regular contact and technical assistance until correction of noncompliance is achieved.

Revisions, with Justification, to Proposed Targets, Improvement Activities, Timelines, and Resources for FFY 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, and a private national 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 2007 (July 1, 2007- June 30, 2008)**

Overview of the Annual Performance Report Development: Information for Indicator 9 was taken from DDD Program Quality activities, input from CDE, the former lead agency, 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 FFY 2007
2007 (2007-2008)	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"> a. 26 findings reported b. 19 corrections were completed no later than one year from identification Total = 73.1%

Data Analysis: Data for Indicator 9 includes information from monitoring data of all 20 early intervention programs in FFY 2006. The applicable findings and correction are reported under each Indicator. DDD has monitored and verified correction.

- 26 findings were made in FFY 2006
- 19 of these findings were corrected no later than one year from the date of notification

19 findings of noncompliance divided by 26 findings = 73.1%

Of the seven findings not corrected timely:

- Four have been corrected (two corrected within 14 months; two corrected within 15 months)

- Three findings have not been corrected as of the submission of this APR and all three are from the same agency.

SPP Indicator	General Supervision System Components	Number of Programs Monitored in FFY 2006	a. Number of Findings of noncompliance identified in FFY 2006	b. Number of Findings from a. for which correction was verified no later than one year from identification
1. Percent of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner.	Monitoring: (Self-Assessment/ Local APR, Data Review/Desk Audit/ Onsite Visit, etc.)	20	3	3
	Dispute Resolution (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.	Monitoring: (Self-Assessment/ Local APR, Data Review/Desk Audit/ Onsite Visit, etc.)	20	1	1
	Dispute Resolution (Complaints, due process hearings)	N/A		
3. Percent of infants and toddlers with IFSPs who demonstrate improved outcomes.	Monitoring: (Self-Assessment/ Local APR, Data Review/Desk Audit/ Onsite Visit, etc.)	20	0	
	Dispute Resolution (Complaints, due process hearings)	N/A		
4. Percent of families participating in Part C who report that early intervention services have helped the family.	Monitoring: (Self-Assessment/ Local APR, Data Review/Desk Audit/ Onsite Visit, etc.)	20	0	
	Dispute Resolution (Complaints, hearings)	N/A		

SPP Indicator	General Supervision System Components	Number of Programs Monitored in FFY 2005	a. Number of Findings of noncompliance identified in FFY 2005 (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.	Monitoring: (Self-Assessment/ Local APR, Data Review/Desk Audit/ Onsite Visit, etc.)	20	0	
6. Percent of infants and toddlers birth to 3 with IFSPs.	Dispute Resolution (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.	Monitoring: (Self-Assessment/ Local APR, Data Review/Desk Audit/ Onsite Visit, etc.)	20	11	8
	Dispute Resolution (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;	Monitoring: (Self-Assessment/ Local APR, Data Review/Desk Audit/ Onsite Visit, etc.)	20	2	1
	Dispute Resolution (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	Monitoring: (Self-Assessment/ Local APR, Data Review/Desk Audit/ Onsite Visit, etc.)	20	1	1
	Dispute Resolution (Complaints, hearings)	N/A		

SPP Indicator	General Supervision System Components	Number of Programs Monitored in FFY 2005	a. Number of Findings of noncompliance identified in FFY 2005 (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.	Monitoring: (Self-Assessment/ Local APR, Data Review/Desk Audit/ Onsite Visit, etc.)	20		
	Dispute Resolution (Complaints, hearings)	N/A	8	5
Sum the numbers down Column a and Column b			26	19

Discussion of Improvement Activities Completed in FFY 2007:

	State Performance Plan Activities	Progress on Improvement Activities Completed in FFY 2007
9.1	2005-2006 Data from focused monitoring activities on the referral and IFSP process in NICUs will be gathered and analyzed/ CDE Part C staff and contract staff.	Completed in FFY 2005.
9.2	2005-2006 The Part C state database will be utilized to incorporate all required data elements for federal and state reporting purposes/ CDE Part C staff and contract staff.	Completed in FFY 2005.
9.3	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 Winter 2007/ DDD staff.	Completed in FFY 2006.
9.4	2007-2008 State policies, procedures, and contracts will be revised to ensure compliance with state and federal requirements / DDD staff.	Completed. In FFY 2007, revisions were made to policies and procedures in the 2008 Early Intervention Colorado State Plan and in the FFY 2008 contracts to local programs. Additional changes will be made once Part C regulations are finalized.

9.5	2007-2008 Plans of Correction will be issued to those CCBs who show noncompliance in any area and progress will be measured in Summer 2007 to inform technical assistance and focused monitoring/ DDD staff.	Completed. In FFY 2007, POCs were issued based on July 1, 2006-June 30, 2007 data.
9.6	2007-2008 The database will be converted to a web-based system by Fall 2007/ DDD staff.	Completed. In Fall 2007, the web-based system was operational. The new web-based system reduces duplication of data entry, improves monitoring capabilities, and allows for real-time supervision.
9.7	2007-2008 The CCMS web-based data system will be revised to ensure all key data points for Indicators 1-8 are captured to ensure validity and reliability of the data from all CCBs/ DDD staff.	Completed. In Fall 2007, the CCMSweb data system was revised and implemented.
9.8	2007-2008 DDD will revise the General Supervision and Monitoring Manual to include all of the OSEP critical elements/ DDD staff.	Completed. In FFY 2007, the General Supervision and Monitoring Guidelines were revised and were included in the FFY 2008 Early Intervention Colorado State Plan and distributed statewide.
9.9	2007-2009 Technical assistance on community self-assessment strategies will be developed and provided to CCBs/ DDD staff and contract staff.	Ongoing Activity. In FFY 2007, in collaboration with the CDPHE, three local trainings were conducted that focused on community self-assessment of early intervention activities and the development of collaborative community agreements. These trainings were held in the Denver metro area, the western slope and the eastern rural area with a total of 41 participants.
9.10	2007-2010 DDD will annually disseminate a list of possible state sanctions for noncompliance extending beyond one year and apply appropriate sanctions/ DDD staff.	Ongoing Activity. In FFY 2007, new criteria for incentives, enforcement actions and sanctions were developed by a workgroup of the CICC, distributed to CCBs, and included in the General Supervision and Monitoring Guidelines in the FFY 2008 Early Intervention Colorado State Plan.
9.11	2006-2010 The CCMS database will be utilized to measure all required state and federal data reports/ DDD staff.	Ongoing Activity. The web-based system was operational by Fall 2007. The new web-based system reduces duplication of data entry, improves monitoring capabilities, and allows for real-time progress monitoring.
9.12	2006-2010 DDD will continue to provide annual database trainings and ongoing technical assistance for local data managers / DDD staff.	Ongoing Activity. In Fall 2007, there was a series of statewide conference calls with over 85 participants to conduct a web-based training on the new statewide CCMSweb system.

9.13	2006-2010 DDD will ensure CCBs develop POCs that meet state requirements for areas of noncompliance identified through any monitoring activity/ DDD staff.	Ongoing Activity. In FFY 2007, 10 CCBs had onsite visits and all 20 CCBs were monitored for compliance through the statewide data system.
9.14	2006-2010 In collaboration with the Legal Center for People with Disabilities and Older People, DDD will provide annual training on Part C of IDEA to mediators and hearing officers/ DDD staff and Legal Center staff.	Ongoing Activity. In FFY 2007, training of mediators and hearing officers was conducted for eight participants.
9.15	2006-2010 DDD will report annually to the public on the performance of the state and each CCB on the targets for Indicators 1-8 in the SPP by posting on the ECC website and distribution to the media and public agencies/ DDD staff and CICC.	Ongoing Activity. In FFY 2007, DDD published performance profiles and status determinations for each CCB early intervention program on the EI Colorado website and distributed to system partners.
9.16	2005-2010 DDD will monitor all communities on all SPP priority areas through statewide database and follow up investigation/ DDD staff.	Ongoing Activity. In FFY 2007, all 20 CCBs were monitored on all SPP priority areas.

Explanation of Progress or Slippage for Timely Correction of Noncompliance Identified in FFY 2007: The target of 100% was not met and the 73.1% achieved in FFY 2007 shows slippage from the 100% reported in FFY 2006. There are a number of factors important to note.

Discussion of Correction of FFY 2006 Findings:

For the two CCBs who corrected, but not within one year, one corrected two findings within 14 months and one corrected two findings within 15 months. The three findings identified during FFY 2006 that were not corrected were attributed to one CCB. Additional enforcement activities implemented for that CCB are detailed under the Indicator 7, 8A and 8C sections. Additionally, the POC for this CCB has been amended, with the date the findings were issued maintained, and procedures as described below have been implemented immediately.

Discussion of Correction of FFY 2005 Findings:

The corrected findings that were reported in the APR submitted February 1, 2008 were based on noncompliance identified in FFY 2005 by the former lead agency, CDE. On July 1, 2006, DDD took over as the lead agency for Part C in Colorado. Prior to that time, there had been 32 individual Part C programs with responsibility for implementing federal Part C requirements. After the lead agency changed, only two of those programs remained. Those two programs timely corrected the noncompliance identified in FFY 2005 and the 100% that was reported in the FFY 2006 APR submitted February 1, 2008 was the result of the correction of those two programs.

On July 1, 2006, DDD took over lead agency for Part C and began numerous major activities related to the development, implementation and general supervision of the new early intervention programs within the already existing 20 CCBs. This resulted in programs implementing Part C requirements for the first time. DDD early intervention staff had the responsibility for training all programs on Part C requirements, data collection and the creation of local interagency coordinating councils. DDD immediately implemented general supervision activities and began onsite visits to monitor the implementation of requirements. Ten

of the 20 CCBs were visited within this first year (FFY 2006). Not surprisingly, many of these programs had noncompliance during the onsite visit and POCs were issued. When the FFY 2006 data was examined for reporting in the FFY 2006 APR, additional POCs were issued for the remaining programs whose data were not showing 100% compliance in August 2006. In FFY 2006 eight CCBs had POCs including 26 findings.

During FFY 2007, the remaining CCBs were visited to monitor the effectiveness of the implementation of Part C requirements and monitor the validity and reliability of data. Noncompliance that was not identified during prior data review was cited and POCs were amended to include any new findings. During FFY 2007 there were 18 POCs being implemented, including 43 findings.

In FFY 2006 and FFY 2007, DDD had six full time staff with the assignment of managing the early intervention program in Colorado, including state and federal requirements:

- A Program Coordinator responsible for managing the program (Part C Coordinator) including state and federal requirements, contract management and staff supervision;
- A Training Coordinator responsible for all required training across the state;
- A Community Coordinator responsible for providing technical assistance to all 20 CCBs across the state as well as supporting the LICCs, service providers, interagency partners and ensuring implementation of the outcomes data system, known as Results Matter;
- A Program Quality and Data Coordinator assigned the duties of program monitoring and data coordination and analysis;
- A Public Awareness Coordinator responsible for all public awareness and child find activities; and
- An Administrative Assistant responsible for supporting all of the other staff, as well as tracking the budget and coordinating events.

During FFY 2006 and FFY 2007, the following critical activities occurred which required valuable time and resources of the staff:

- Legislation was passed defining the responsibilities of DDD and CDE during the Child Find process and new state funding was secured to pay the costs for Child Find activities;
- The DDD early intervention website was created and launched;
- The statewide database previously managed through an Access database was migrated and converted to the DDD web-based database format (CCMSweb);
- Multiple trainings were conducted to train staff on data collection in the new system and one-on-one technical assistance was provided to any person who requested it;
- Numerous trainings were conducted across the state to ensure that all staff (service coordinators, early intervention directors) in the state completed the required Service Coordination Core Competencies and IFSP trainings;
- All materials available for distribution to families, service providers and interagency partners were changed to reflect the new lead agency information;
- A general supervision process was created and 20 onsite visits were conducted to monitor the implementation of federal requirements across the state;
- A Coordinated System of Payment legislation was enacted to require qualified insurance plans in Colorado to pay for early intervention services, training was provided across the state to instruct local programs on how to bill the insurance companies, the database was modified to allow for billing, and a person in the DDD

accounting office was recruited and trained to manage the payments to insurance companies.

Because of the enormous amount of activities and responsibilities taken on by a small staff implementing a new program, it became very clear that additional resources had to be utilized and reassignment of staff had to occur to ensure timely correction of noncompliance. After reviewing progress of programs towards timely correction, DDD staff realized that in order for CCBs to successfully correct noncompliance, additional guidance would need to be provided. The POC template was adjusted to include additional requirements for CCBs to submit data to DDD and a DDD staff person was assigned to be a lead to every CCB who had a determination of "Needs Intervention". Specific data was required based on the noncompliance identified and incremental benchmarks were prescribed. This led to the successful correction of noncompliance in a timely manner by many of the CCBs.

Three programs did not correct within one year, and DDD reviewed the process for identifying, tracking and providing additional technical assistance as needed for CCBs with open POCs. It was determined that in order to assure timely correction by local programs, two things needed to happen:

- 1) Specific benchmarks needed to be outlined in POCs and a mechanism for tracking these benchmarks had to be put in place; and
- 2) Technical assistance needed to be provided to any CCB with an open POC, in addition to those with a "Needs Intervention" status.

As a result, in FFY 2008 DDD has realigned staff responsibilities and revised the tracking procedures for POCs that are issued to CCBs. Notification is given to the CCBs as soon as possible after noncompliance is identified by the Program Quality Coordinator. A POC is developed and specific, individualized, state-required benchmarks are provided to the CCB. Notification of noncompliance and a draft of the POC is sent and the CCB adds the specific activities they will engage in that will ensure the program achieves compliance. The completed POC is reviewed by DDD to determine whether activities proposed by the CCB will have the impact desired for making progress toward achieving compliance before final approval is given.

DDD adjusted the responsibilities of the Public Awareness Coordinator to include the role of Plan of Correction Coordinator. The Plan of Correction Coordinator enters the benchmarks dictated by DDD into an online tracking system and data is provided by the CCB each month and reviewed for progress toward the benchmarks. Through the online tracking system, an automated reminder is sent to the Plan of Correction Coordinator if the data is not entered into the data tracking system. This system ensures that every CCB who has an open POC will be tracked throughout the process until correction is achieved. When 100% compliance is reached, as soon as possible and no later than one year of the date of notification, and the ability to sustain the improvement is confirmed, DDD notifies the CCB of their release from the POC and issues a letter of release shortly thereafter.

Additionally, DDD has ramped up the technical assistance activities provided to CCBs with open POCs. When a CCB is determined to be out of compliance in one or more areas, a notification and POC is issued to the CCB and a DDD staff person is assigned as the lead technical assistance contact to the CCB until correction is achieved. The technical assistance activities and staff person assigned are individualized to the needs of the CCB. The level of staff intervention for CCBs will be determined based on the scope of work that is necessary to ensure timely correction.

The Plan of Correction Coordinator collects the data required of the CCB through the POC process and notifies the lead DDD staff person on whether the CCB is making progress toward the benchmarks that are prescribed. If progress is not being made, additional technical assistance activities are implemented and contact is increased until the CCB reaches compliance. Benchmarks are set to achieve compliance within six months. If compliance has not been achieved within six months, technical assistance activities are accelerated so that correction can be confirmed prior to the timely correction timeline.

DDD has reviewed the improvement activities described above and revised them where appropriate, and the following improvement activities have been added which are described in the SPP submitted February 2, 2009:

- DDD will reassign state staff to lead technical assistance activities with CCBs as needed;
- DDD will monitor all 20 CCBs for compliance on Indicators 1-8C, using a combination of data review, self-assessment and onsite data verification visits, issue written notifications of noncompliance, and require POCs when noncompliance is identified;
- DDD will reassign state staff and create the position of Plan of Correction Coordinator who will be responsible for tracking correction of noncompliance; and
- DDD will develop data queries that CCBs can use for self-assessment to monitor their progress in correcting noncompliance.

Based on all of the above, DDD is confident that timely correction will improve.

DDD publicly reports local program performance (including status determinations) on an annual basis by comparing each CCB with other CCBs of similar size and with state targets on compliance and performance measures. In late Spring 2008, reports for FFY 2006 were publicly released and are published on the website at www.eicolorado.org.

For those CCBs who are in year two of the status determination category of “Needs Assistance”, DDD issued a menu of technical assistance activities which is posted on the website at www.eicolorado.org and will document which resources are utilized to help inform technical assistance efforts in the future.

Revisions, with Justification, to Proposed Targets, Improvement Activities, Timelines, and Resources for FFY 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, and a national 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 2007 (July 1, 2007-June 30, 2008)**

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 2007. 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 FFY 2007
2007 (2007-2008)	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 during FFY 2007. See attached OSEP Table 4.

Discussion of Improvement Activities Completed in FFY 2007

	State Performance Plan Activities	Progress on Improvement Activities Completed in FFY 2007
10.1	2005-2006 Parent training curriculum and materials about the IFSP process with an emphasis on procedural safeguards will be developed and disseminated/ CDE Part C staff, Training Cadre, PEAK Parent Center, and contract staff.	Completed in FFY 2005.
10.2	2007-2008 A technical assistance brief on procedural safeguards to all of the CCBs for use in conjunction with IFSP meetings will be developed and disseminated/ DDD staff and contract staff.	Completed. In FFY 2007 a technical assistance brief <i>Surrogate Parent Policies and Procedures</i> was created and disseminated.
10.3	2006-2008 Parent training will be provided regionally, including trainings in Spanish, and materials will be disseminated statewide/ DDD staff, PEAK	Ongoing Activity. In FFY 2007, 11 parent trainings were scheduled to occur in various service areas of the state using the <i>Inspiring Futures</i> curriculum with 155 participants in total. Five trainings were conducted

	Parent Center, and contract staff.	entirely in Spanish for bilingual and monolingual Spanish speaking families.
10.4	2006-2008 A cultural competence workgroup will address the provision of culturally and linguistically appropriate supports and services in the context of families procedural safeguards/ DDD staff and workshop.	Ongoing Activity. In FFY 2007, a cultural competence workgroup comprised of 17 self identified populations reviewed new public awareness documents to ensure the materials were respectful, accurate, complete, and clear.
10.5	2005-2010 Service Coordination Core Competencies Training will be conducted two-three times annually, including service coordinator responsibilities for informing parents of their rights under IDEA to the complaint process/ DDD staff and Training Cadre.	Ongoing Activity. In FFY 2007, four Service Coordination Core Competencies Trainings were conducted with 68 participants. Procedural safeguards and dispute resolution were covered in the curriculum.
10.6	2005-2010 The <i>Welcome Packet</i> , which includes a copy of their rights under IDEA to the complaint process, will be distributed to all families entering the early intervention system in the state/ DDD staff.	Completed. In FFY 2007, a total of 7,278 <i>Welcome Packets</i> were disseminated by Early Intervention Colorado: 5,939 (82%) English and 1,339 (18%) Spanish. In situations where other languages were used, the procedural safeguards information was provided in the family's language.
10.7	2005-2010 All complaint investigations will be conducted within the timeline required and reports of findings as defined in IDEA will be issued/ DDD staff and complaint officer.	Ongoing Activity. There were no complaints filed in FFY 2007.

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

DDD has reviewed the improvement activities described above and revised them where appropriate, and the following improvement activities have been added which are described in the SPP submitted February 2, 2009:

- DDD will provide training and technical assistance on child and family rights and procedural safeguards to all of the CCBs for use in conjunction with IFSP meetings, including guidance documents as to when parents must be provided notice of their rights and procedural safeguards as well as strategies for ensuring that families understand those rights; and
- The *Family Rights: Notice of Child and Family Rights and Procedural Safeguards in the Early Intervention Colorado System*, which describes family rights and procedural safeguards under IDEA including the dispute resolution and complaint process, will be distributed to all families entering the early intervention system in the state and at each point notice of rights is required.

Revisions, with Justification, to Proposed Targets, Improvement Activities, Timelines, and Resources for FFY 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, and a private national 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 2007 (July 1, 2007-June 30, 2008)**

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 2007. The improvement activities were developed by the former lead agency, CDE; the current 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 FFY 2007
2007 (2007-2008)	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 2007. See attached OSEP Table 4.

Discussion of Improvement Activities Completed for FFY 2007:

	State Performance Plan Activities	Progress on Improvement Activities Completed in FFY 2007
11.1	2005-2006 Develop and pilot parent training curriculum, and materials about IFSP process, with an emphasis on procedural safeguards/ CDE Part C state staff, Training Cadre and PEAK Parent Center.	Completed in FFY 2005.
11.2	2007-2008 Develop and disseminate a technical assistance brief on procedural safeguards for all of the CCBs to use in conjunction with IFSP meetings/ DDD staff and contract staff.	Completed. In FFY 2007, a technical assistance brief <i>Surrogate Parent Policies and Procedures</i> was created and disseminated.
11.3	2006-2008 Provide parent training regionally, including trainings in Spanish, and disseminate materials statewide/ DDD staff, PEAK Parent Center, and contract staff.	Ongoing Activity. In FFY 2007, 11 parent trainings were scheduled to occur in various service areas of the state using the <i>Inspiring Futures</i> curriculum with 155 participants in total. Five trainings were conducted entirely in Spanish for bilingual and monolingual Spanish speaking families.

11.4	2006-2008 A cultural competence workgroup will address the provision of culturally and linguistically appropriate supports and services in the context of families' procedural safeguards/ DDD staff and workgroup.	Ongoing Activity. In FFY 2007, a cultural competence workgroup comprised of 17 self identified populations reviewed new public awareness documents to ensure the materials were respectful, accurate, complete, and clear.
11.5	2006-2008 Provide parent training regionally and disseminate materials statewide/ DDD staff, Training Cadre, PEAK Parent Center, and contract staff.	Completed. In FFY 2007, eleven parent trainings were scheduled to occur in various service areas of the state using the <i>Inspiring Futures</i> curriculum with 155 participants in total. Five trainings were conducted entirely in Spanish for bilingual and monolingual Spanish speaking families.
11.6	2006-2010 Contracts will be developed with CCBs that 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 a community specific basis/ DDD staff.	Ongoing Activity. In FFY 2007, contracts with all 20 CCBs included the requirement to meet assurances and plans for meeting those assurances, including the assurance that all families know their rights under IDEA and their right to due process.
11.7	2005-2010 The "Welcome Packet" will be provided to all families entering the early intervention system in the state that includes a copy of their rights under IDEA including their right to due process/ DDD staff.	Completed. In FFY 2007, a total of 7,278 <i>Welcome Packets</i> were disseminated by Early Intervention Colorado: 5,939 (82%) English and 1,339 (18%) Spanish. In situations where other languages were used, the procedural safeguards information was provided in the family's language.
11.8	2005-2010 The Service Coordination Core Training will continue to be provided two-three times annually, including service coordinator responsibilities for informing parents of their rights under IDEA to the complaint process/ DDD staff and Training Cadre.	Ongoing Activity. In FFY 2007, four Service Coordination Core Trainings were conducted with 68 participants. Procedural safeguards and dispute resolution are covered in the curriculum.

Explanation of Progress or Slippage for FFY 2007: Not applicable. There were no due process hearing requests filed during FFY 2007. See attached OSEP Table 4.

DDD has reviewed the improvement activities described above and revised them where appropriate, and additional improvement activities have been added which are described in the SPP submitted February 2, 2009:

- DDD will provide training and technical assistance on child and family rights and procedural safeguards to all of the CCBs for use in conjunction throughout the IFSP process, including guidance documents as to when parents must be provided notice of their rights and procedural safeguards as well as strategies for ensuring that families understand those rights; and
- The *Family Rights: Notice of Child and Family Rights and Procedural Safeguards in the Early Intervention Colorado System*, which describes family rights and procedural safeguards under IDEA including the dispute resolution and complaint process, will be distributed to all families entering the early intervention system in the state and at each point notice of rights is required.

Revisions, with Justification, to Proposed Targets, Improvement Activities, Timelines, and Resources for FFY 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, and a private national 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 2007 (July 1, 2007- June 30, 2008)**

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 FFY 2007
2007 (2007-2008)	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 2007: Not applicable

Revisions, with Justification, to Proposed Targets, Improvement Activities, Timelines, and Resources for FFY 2008, if applicable: Not applicable

**Part C State Annual Performance Report (APR)
for FFY 2007 (July 1, 2007- June 30, 2008)**

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 FFY 2007
2007 (2007-2008)	To be established once Colorado reaches the OSEP minimum of 10 mediations per year.	Not Applicable

Data Analysis: Not applicable. No mediations were filed during FFY 2007. See attached OSEP Table 4.

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

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

**Part C State Annual Performance Report (APR)
for FFY 2007 (July 1, 2007-June 30, 2008)**

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 current 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 FFY 2007
2007 (2007-2008)	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, APR and SPP reports. All programs were provided with edit reports to use to ensure data was complete, valid and reliable, before reporting for 618 and APR data measurements. Onsite data verification visits were conducted for ten early intervention programs. Timeliness is measured by meeting the required deadlines noted below.

Table 1: Submitted February 1, 2008

Table 2: Submitted February 1, 2008

Table 3: Submitted November 1, 2008

Table 4: Submitted November 1, 2008

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
			Subtotal	45
APR Score Calculation		Timely Submission Points - If the FFY2006 APR was submitted on time, place the number 5 in the cell on the right.		5
		Grand Total - (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: 2/1/08	1	1	1	1	4
Table 2 - Program Settings Due Date: 2/1/08	1	1	1	1	4
Table 3 - Exiting Due Date: 11/1/08	1	1	1	1	4
Table 4 - Dispute Resolution Due Date: 11/1/08	1	1	1	1	4
				Subtotal	16
618 Score Calculation			Grand Total (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
Base	98
D. Subtotal (C divided by Base*) =	1.0
E. Indicator Score (Subtotal D x 100) =	100.0

Discussion of Improvement Activities Completed for FFY 2007

	State Performance Plan Activities	Progress on Improvement Activities Completed in FFY 2007
14.1	2007-2008 The Part C database will be transferred to the CCMS web platform and staff will conduct training for local data managers/ DDD staff.	Completed. In FFY 2007, the statewide CCMSWeb database was launched in October 2007. Five trainings were held with 100% participation from CCBs
14.2	2007-2008 Automated reports that can be accessed by each CCB to identify missing or incorrect data information and used for self-monitoring will be developed / DDD staff.	Completed. In FFY 2007, reports were developed and made available to each CCB to check their own data accuracy and progress toward performance on all Indicators.
14.3	2007-2008 The general supervision manual will be updated to include changes to the written notification of noncompliance and plan of correction procedures to ensure timely correction of noncompliance/ DDD staff, CICC, MPRRC, NECTAC and contract staff.	Completed. In FFY 2007, the <i>General Supervision and Monitoring Guidelines</i> were revised in Spring 2008 and included in the 2008 <i>Early Intervention Colorado State Plan</i> .
14.4	2007-2008 Public reporting and determination procedures will be revised to include more extensive criteria for measuring performance of each CCB, including timely and accurate reporting of data/ DDD staff, CICC Special Purpose Committee, Mountain Plains Regional Resource Center (MPRRC), NECTAC and contract staff.	Completed. In FFY 2007, DDD staff and a Special Purpose Committee of the CICC, with input from CCBs, developed procedures for public reporting and status determinations for local programs. Criteria for incentives and sanctions were established and included in the <i>General Supervision and Monitoring Guidelines</i> .
14.5	2007-2008 The Child Count data reporting date used by Colorado will be changed from December 1 to October 1 to improve the timelines for reporting data in the APR/ DDD staff.	Completed. In FFY 2007, October 1 was established as the date for Child Count data reporting.
14.6	2008-2009 The Data Manual will be revised to include procedures for data entry, management, reporting timelines, confidentiality, validity and reliability, and back up safety/ DDD staff.	Ongoing Activity-Timeline revised in Improvement Activity 14.6, SPP submitted February 2, 2009. In Fall 2007, the <i>Early Intervention CCMSweb Instructions</i> were published and posted on the website. The instructions were updated regularly to provide further clarification and notices were sent to CCBs when current revisions were posted. CCMS is a secure data system and data is backed up into a data warehouse daily.
14.7	2007-2010 Annual CCMS database training on updates to the CCMSweb Early Intervention Instruction Manual will be conducted to assure local data managers have the most updated information for completing the database/ DDD staff.	Ongoing Activity. In October 2007, five statewide trainings were held prior to the launch of CCMSweb and individual trainings were conducted throughout the year by DDD to explain specific data fields to local data managers. Early Intervention CCMSweb Instructions were published and are posted on the website. The instructions were updated regularly to provide further clarification and notices were sent to CCBs when

		current revisions were posted.
14.8	2007-2010 DDD will participate with interagency partners in data mapping activities to coordinate data collection throughout the state/ DDD staff and interagency partners.	Ongoing Activity. The CDPHE database is used each year to compare demographic information and onsite file reviews are cross-referenced for verification and validity.
14.9	2007-2010 Through regularly scheduled desk reviews of data, DDD staff will provide CCBs with reports on data accuracy and follow-up one-on-one technical assistance/ DDD staff.	Ongoing Activity. Starting Spring 2008, CCBs have had access to reports that show data accuracy and DDD staff and provide technical assistance to individuals when trouble is identified.
14.10	2005-2010 DDD staff will participate in annual OSEP/Westat Part C data trainings and OSEP Annual Meetings on APR and SPP/ DDD staff.	Ongoing Activity. In June 2008, the Program Quality and Data Coordinator attended the OSEP/DAC (formerly Westat) Part C data training.
14.11	2005-2010 DDD staff will utilize Westat website and listserv for updated information on Section 618 reporting requirements/ DDD staff.	Ongoing Activity. In FFY 2007, DDD accessed DAC resources.
14.12	2005-2010 DDD staff will review and/or revise and explain changes to Section 618 Tables as requested by Westat staff annually or as needed/ DDD staff.	Ongoing Activity. In FFY 2007, data was submitted on time with data notes, as requested.
14.13	2005-2010 The CCMS database will be updated, as needed, to include the most current required data fields to complete the Section 618 tables, APR and SPP requirements/ DDD staff and contract staff.	Ongoing Activity. In FFY 2007, the CCMSweb database was adjusted to allow for the reporting of multiple races on the Child Count Table 2 for the February 1, 2009 reporting deadline.
14.14	2005-2010 DDD staff will periodically cross reference the CCMS database with multiple sources of data to verify the validity and accuracy of data used for Section 618 Tables and APR information/ DDD staff.	Ongoing Activity. In FFY 2007, DDD cross-referenced the CCMS database with the CDPHE database to compare demographic information and onsite file reviews are cross-referenced for verification and validity.

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

In FFY 2007, the statewide data system was converted from an Access database maintained by 20 local programs and submitted biannually to DDD, to a live, web-based, statewide data system. Edit reports were created to identify errors in data entry and CCBs were required to correct data until no errors showed on the reports; therefore ensuring valid and reliable data. Ten CCBs receive a data verification onsite visit annually to compare data entered with actual information found in individual child records.

Colorado reports data in the APR on all CCBs and all children who fall within the specific criteria of each Indicator.

Revisions, with Justification, to Proposed Targets, Improvement Activities, Timelines, and Resources for FFY 2008: No revisions have been made for Indicator 14 in the revised SPP that is submitted with this APR.