



COLORADO
FFY 2008
Annual Performance Report
Federal IDEA, Part C Services

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**Part C State Annual Performance Report (APR)
for FFY 2008 (July 1, 2008 - June 30, 2009)**

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 (EI) services at the state level), feedback from Community Centered Board (CCB) EI 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, including the reasons for delays.

FFY	Measurable and Rigorous Target	Actual Target Data for FFY 2008
2008 (2008-2009)	100% of infants and toddlers with IFSPs will receive the early intervention services on their IFSPs in a timely manner.	91.46%

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, annual and other periodic reviews were captured in the statewide data analysis of all children who entered the EI system between July 1, 2008 and April 15, 2009. Colorado collects data from all EI programs in a statewide data system and reports for 100% of the children for whom new services were listed on an initial IFSP and/or subsequent six month, annual or other periodic review.

- 3,749 = Total number of infants and toddlers with IFSPs with new services (from initial IFSP, six month, annual or periodic review).
- 2,821 = Total number of infants and toddlers with IFSPs who had timely receipt of services in 28 days or sooner.
- 608 = Total number of infants and toddlers with IFSPs who had delayed receipt of services in 29 days or longer due to exceptional family delays.
- 320 = Total number of infants and toddlers with IFSPs who had delayed receipt of services in 29 days or longer due to system delays.

91.46% = (2,821 + 608 = 3,429 divided by 3,749 x 100)

The range of reasons for services to begin late due to exceptional family delays included:

- Family emergency/illness/hospitalization of child;
- Service scheduled but family cancelled;
- Multiple dates offered within the 28-day timeline but family schedule prohibited timely start;
- Difficulty reaching family/family did not return calls/family went on vacation so provider could not schedule timely start of service; and
- Family was offered a variety of providers who could begin services timely, but the family chose to wait for a specific provider.

The range of reasons for services to begin late due to system reasons included:

- Difficulty finding provider in the geographic area;
- Provider illness or personal emergency;
- Weather delay/provider did not have 4x4 vehicle; and
- Provider had difficulty scheduling due to holiday schedule.

Discussion of Improvement Activities Completed for FFY 2008:

	FFY	State Performance Plan Activities	Progress on Improvement Activities Completed in FFY 2008
1.1	2006	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.
1.2	2007	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.
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, CCB Early Intervention Workgroup, and CICC.	Completed in FFY 2008. In FFY 2008 a Special Purpose Committee within the CICC was formed and data was analyzed to determine if the definition of “timely” receipt of services was too rigid. The resulting decision was to maintain 28 days as the measurement for timely services.
1.4	2008-2010	DDD will conduct a statewide fiscal study that includes analysis of average service levels, provider rates and average cost per child/ DDD staff.	Ongoing Activity. In FFY 2008 provider rates and average cost per child were collected and reviewed in FFY 2008. Average service levels will be examined in FFY 2009 and FFY 2010.

1.5	2008-2010	Colorado will participate as a pilot state for the National Early Childhood Professional Development Enhancement Center (NECPDE) in the use of EI professional development materials and methodology/ DDD staff and NECPDE staff.	Ongoing Activity. In FFY 2008 materials from NECPDE were put into use by the SpecialQuest State Leadership Team to assist in creating professional development public awareness and training materials.
1.6	2008-2010	DDD will collaborate with professional development faculty and programs to develop a strategic plan for professional training and education opportunities/ DDD staff, CICC, contract staff and SpecialQuest State Leadership Team.	Ongoing Activity. In FFY 2008 mapping of higher education curriculum to align program requirements and assure inclusion of best practice in EI was completed. Webinars focused on the use of Division for Early Childhood (DEC), National Association for the Education of Young Children (NAEYC) and SpecialQuest materials in training and professional development were developed.
1.7	2008-2010	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 EI careers/ DDD staff, contract staff, and local EI programs.	Ongoing Activity. In FFY 2008 a recruitment brochure for professionals and paraprofessionals was developed and is being distributed in FFY 2009.
1.8	2008-2010	A statewide database of EI 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/ DDD staff and contract staff.	Ongoing Activity. In FFY 2008 a prototype of the provider database was developed, reviewed by EI providers, revised according to the feedback, and being formatted for a web-based system.
1.9	2008-2010	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/ DDD staff, Training Cadre, and contract staff.	Ongoing Activity. In FFY 2008 a total of 7,102 <i>A Family Guide: Individualized Family Service Plan and Orientation to Early Intervention Services</i> were disseminated by Early Intervention Colorado (EI Colorado): 4,964 (70%) English; and 2,138 (30%) Spanish. A total of 8,050 <i>A Family Guide: Funding Early Intervention Services</i> were disseminated by EI Colorado: 5,583 (70%) English; and 2,467 (30%) Spanish.

1.10	2008-2010	Training for direct service providers specific to supporting children with significant social/emotional concerns will be provided/ DDD staff, Training Cadre, Center for Social Emotional Foundations for Early Learning (CSEFEL) State Leadership Team, and contract staff.	Ongoing Activity. In FFY 2008 infant and toddler modules focused on supporting children with social/emotional concerns within home and community settings were added to the Pyramid Model (CSEFEL) training materials. A training, <i>Early Intervention Services and Vulnerable Families</i> , was conducted for teams in the Southeastern area of the state in November 2008.
1.11	2005-2008	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 distributed/ DDD staff, Training Cadre, PEAK Parent Center staff, contract staff.	Completed in FFY 2008. In FFY 2008 nine parent trainings occurred in various service areas of the state using the <i>Inspiring Futures</i> curriculum with 172 participants in total. Five trainings occurred in the Denver Metro area and other training locations included Colorado Springs, Evans, Fort Collins and Glenwood Springs. Two parents conducted these trainings using a peer-to-peer model. Through a contract with El Grupo Vida, four trainings were conducted entirely in Spanish. Colorado Hands and Voices conducted a revised training for parents of children who are deaf or hard of hearing. 116,639 public awareness materials were disseminated by El Colorado: 109,921 (94%) of the materials ordered target family members. Of those, 78,706 (72%) of the materials were published in English and 31,215 (28%) in Spanish.
1.12	2007-2010	DDD will monitor all 20 CCBs for compliance on Indicator 1, 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 staff.	Ongoing Activity. In FFY 2008 all 20 CCBs were monitored using a combination of data review, self-assessment and onsite data verification visits. Nine CCBs had an onsite data verification visit during FFY 2008.
1.13	2007-2010	DDD will implement revised procedures for focused monitoring that effectively identify root causes for barriers to providing timely services for those CCBs that are low performing on Indicator 1/ DDD staff and interagency partners.	Ongoing Activity. In FFY 2008 one focused monitoring was conducted to assist a CCB in identifying the root causes for low performance in this indicator.

1.14	2007-2010	Training and technical assistance will be provided to CCBs on the implementation of the Coordinated System of Payments (CSP) (CRS 27-10.5-701)/ DDD staff.	Ongoing Activity. In FFY 2008 additional legislation was enacted in order to provide clarification of the CSP system. A technical assistance brief was prepared and a statewide technical assistance call was conducted with all 20 CCBs.
1.15	2007-2010	Training and technical assistance will be provided on the use of assistive technology for infants and toddlers with assistive technology service needs identified through their IFSP/ DDD staff and contract staff.	Ongoing Activity. In FFY 2008 through a contract with AT Partners at the University of Colorado, 16 video-teleconferences were provided at locations throughout Colorado that utilized state-of-the-art video-teleconferencing technology to connect rural providers with assistive technology (AT) specialists. Additional technical assistance was provided to 25 trained AT specialists statewide by phone and listserv discussions, 30 learning labs were provided, and monthly technical support through email, list serve, phone calls. The website for AT Partners was expanded to include more early childhood materials and had 220 hits on the main early childhood page, double the amount from one year ago. Total number of loans from early childhood inventory from FFY 2008 was 595, an increase from 454 in FFY 2007.
1.16	2007-2010	A statewide curriculum and system for EI paraprofessional training will be developed and implemented, including training for supervisors/ DDD staff and contract staff.	Ongoing Activity. In FFY 2008 the Comprehensive Training Opportunities for Paraeducators for Early Intervention Services (CO-TOP*EIS) project developed the curriculum for paraprofessionals in addition to curriculum for training supervisors. The CO-TOP*EIS Advisory Coalition met monthly to provide input on the curriculum and define roles and responsibilities of the paraprofessionals and supervisors.

1.17	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, Office of Professional Development and higher education.	Ongoing Activity. In FFY 2008 the "Training Needs for Evaluators and EI Service Providers for Infants Less Than Six Months of Age" survey was conducted in April 2009. The number of respondents was 190: 159 EI providers (84%); and 74 EI evaluators (39%). The respondents represented 20 different disciplines and the survey was used to assess the training needs of EI evaluators and providers statewide. The survey also assessed the preferred format and perceived barriers to accessing training(s).
1.18	2006-2010	Training for service coordinators and providers on IFSP development with emphasis on services (timely delivery, documentation, funding hierarchy) will be continued/ DDD staff and Training Cadre.	Ongoing Activity. In FFY 2008 the funding hierarchy topic was covered in detail during statewide Service Coordination Core Competencies Training and IFSP Training modules.
1.19	2006-2010	Training and technical assistance will be provided to local data managers on revised fields and requirements in the state web-based data system/ DDD staff.	Ongoing Activity. In FFY 2008 training and technical assistance was provided to local data managers and EI program managers through updates in the data instructions, quarterly EI program meetings and statewide technical assistance calls.
1.20	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 2008 the brochure, <i>Transdisciplinary /Primary Service Provider Model</i> , was developed and 2,418 were disseminated by EI Colorado. Technical assistance on transdisciplinary teaming for existing teams was provided to two communities. Two new transdisciplinary teams were trained, one on the western slope and one in the Denver Metro area.

Explanation of Progress or Slippage for FFY 2008: The target of 100% was not met but significant progress was made in the percentage of children who received their EI services within the 28-day timeline from 84.76% reported in FFY 2007 to 91.46% in FFY 2008.

Effective November 2008, DDD implemented revised written notification of noncompliance and Plan of Correction (POC) procedures to ensure that CCBs understood the areas of noncompliance and to ensure successful completion of the POCs. The changes included 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 being made. Each CCB with an open POC was assigned a DDD staff member who provided individualized technical assistance throughout the span of the POC.

The individualized attention provided to the CCBs underscored the importance of timely correction of noncompliance and ensured that DDD staff was aware of POC timelines and could intensify technical assistance well in advance of the one year correction requirement. Work was conducted with CCBs to help drill down and identify specific systemic issues leading to noncompliance.

An annual planning meeting was held with EI Coordinators from all 20 CCBs in September 2008. Specific requirements for the provision of EI services within 28 days was discussed and local programs were asked to identify specific barriers that were encountered when trying to meet these requirements and a peer exchange was facilitated to share strategies for overcoming issues leading to delays in service provision.

Clarification of the distinction between documented exceptional family circumstances and identified system reasons for late service initiation was provided to all EI programs and technical assistance was delivered to address individual program questions throughout the year.

The CICC convened a Special Purpose Committee to determine whether Colorado's definition of "timely" service delivery (within 28 days of parent consent for services to begin) was appropriate or whether it needed to be revised based on actual service delivery data. Analysis of data showed that while there were multiple reasons for a delay in service delivery to occur, the definition of "timely" (28 days from parental consent for services) was not the major contributing factor. The recommendation of the Special Purpose Committee was to leave the definition of timely services at 28 days, and the CICC and DDD accepted the recommendation.

To address the 8.54% of noncompliance that occurred in FFY 2008 for Indicator 1, DDD reviewed the improvement activities and determined that the activities are still appropriate as written.

Based on FFY 2008 performance data, DDD issued a finding of noncompliance to six CCBs in December 2009, with scheduled correction as soon as possible, but no later than one year from the date of written notification. All six CCBs are on track for timely correction.

Additionally, an onsite monitoring was conducted in August 2008 and a finding was issued to one CCB in October 2008 for failure to provide timely initiation of services with scheduled correction as soon as possible, but no later than one year from the date of written notification. DDD verified timely correction of noncompliance for this CCB and the POC was closed.

Edit reports within the statewide database are 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. Technical assistance was provided to local EI programs regarding the use of these edit reports as a tool for programs to track upcoming deadlines, identify trends and conduct drill down activities to identify systemic issues leading to instances of noncompliance. A data workgroup convened in FFY 2009, with participation from local EI programs, to review available reports to ensure that the reports meet the needs of the local programs. Changes will be made to existing reports and additional reports will be created as needed.

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 2009, reports for FFY 2007 were publicly released and are published on the website at www.eicolorado.org under the Documents tab.

For those CCBs who were in year two of the status determination category of "Needs Assistance", DDD issued a menu of technical assistance activities which was posted on the EI Colorado website and documented which resources could be utilized to help inform technical assistance efforts.

Resolution of previously identified noncompliance reported in the FFY 2007 APR: In FFY 2008, there were eight findings of noncompliance issued based on FFY 2007 Indicator 1 data. DDD has verified that each of the eight CCB EI programs with a finding of noncompliance for this indicator has timely corrected the deficiency, and (1) is correctly implementing the specific regulatory requirements; and (2) has initiated services for each child, although late, unless the child is no longer within the jurisdiction of the CCB EI program, consistent with OSEP Memorandum 09-02, dated October 17, 2008 (OSEP Memo 09-02).

Revisions, with Justification, to Proposed Targets, Improvement Activities, Timelines, and Resources for FFY 2009, if applicable: DDD has reviewed the improvement activities and determined that the strategies are still appropriate as written for Indicator 1.

**Part C State Annual Performance Report (APR)
for FFY 2008 (July 1, 2008 - June 30, 2009)**

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, the SpecialQuest State Leadership Team 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 early intervention services in the home or community-based settings.

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

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

FFY	Measurable and Rigorous Target	Actual Target Data for FFY 2008
2008 (2008-2009)	90.5% of infants and toddlers with IFSPs will primarily receive early intervention services in the home or community-based settings.	98.84%

Data Analysis: Data for Indicator 2 was collected from the Section 618, Annual Report of Children Served (October 1, 2008) to measure the percentage of infants and toddlers with IFSPs who primarily receive EI services in the home or community-based settings. The actual target data is as follows:

4,728 = Total infants and toddlers with IFSPs

Service delivery settings:

4,586 = Home

87 = Community

55 = Other

98.84% = 4,673 (4,586 + 87) divided by 4,728 x 100 (percentage of services provided in the home or community-based settings)

Discussion of Improvement Activities for FFY 2008:

	FFY	State Performance Plan Activities	Progress on Improvement Activities Completed in FFY 2008
2.1	2005	A parent training curriculum will be developed and piloted along with associated materials/ former lead agency (CDE) staff, Training Cadre, and contract staff.	Completed in FFY 2005.

2.2	2006	A committee from the CICC and higher education personnel will be established to develop a strategic plan for professional training/education opportunities/ DDD staff, 2006-2007CICC, higher education representatives.	Completed in FFY 2006.
2.3	2007	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.
2.4	2007	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 FFY 2007.
2.5	2006-2008	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 2008. In FFY 2008 nine parent trainings occurred in various service areas of the state using the <i>Inspiring Futures</i> curriculum with 172 participants in total. Five trainings occurred in the Denver Metro area and other training locations included Colorado Springs, Evans, Fort Collins and Glenwood Springs. Two parents conducted these trainings using a peer-to-peer model. Through a contract with El Grupo Vida, four trainings were conducted entirely in Spanish. Colorado Hands and Voices conducted a revised training for parents of children who are deaf or hard of hearing. 116,639 public awareness materials were disseminated by El Colorado: 109,921 (94%) of the materials ordered target family members. Of those, 78,706 (72%) of the materials were published in English and 31,215 (28%) in Spanish.
2.6	2007-2009	DDD will implement revised procedures for focused monitoring that effectively identify root cause of barriers for those CCBs that are low performing on this indicator/ DDD staff.	Ongoing Activity. In FFY 2008 there were no CCBs identified as needing a focused monitoring in this area.

2.7	2008-2010	Materials will be developed and disseminated to families about the IFSP process, with an emphasis on service delivery in everyday routines, activities and places/ DDD staff and contract staff.	Ongoing Activity. In FFY 2008 a total of 7,102 <i>A Family Guide: Individualized Family Service Plan and Orientation to Early Intervention Services</i> were disseminated by EI Colorado: 4,964 (70%) English; and 2,138 (30%) Spanish.
2.8	2008-2010	Parents and service providers will be provided training at the statewide <i>Conference on Inclusive Education</i> on the IFSP process with an emphasis on services in natural environments (i.e. everyday routines, activities, and places)/ DDD staff and Training Cadre.	Ongoing Activity. In FFY 2008 a total of 482 individuals attended the conference. The following sessions addressed information that is pertinent to supporting families in EI services and was presented by EI Colorado staff or contractors with funding from DDD: <ul style="list-style-type: none"> • Two 90-minute concurrent sessions: “Including Young Children with Disabilities: Making the Most of What We Know” (presented by Camille Catlett). • One four-hour mastery session: “Stuff: Resources to Support Your Work” (presented by Camille Catlett). • One 90-minute concurrent session, “Early Childhood Transitions for Children and Families: Strategies for Success” (presented by EI Colorado staff).
2.9	2005-2008	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.	Completed in FFY 2008. In FFY 2008 infant and toddler modules focused on supporting children with social/emotional concerns within home and community settings were added to the Pyramid Model (CSEFEL) training materials. A training, <i>Early Intervention Services and Vulnerable Families</i> , was conducted for teams in the Southeastern area of the state in November 2008, resulting in a cadre of professionals trained in the Pyramid Model.
2.10	2007-2010	DDD will monitor all 20 CCBs for compliance on related requirements for Indicator 2, 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 staff.	Ongoing Activity. In FFY 2008 all 20 CCBs were monitored using a combination of data review, self-assessment and onsite data verification visits. Nine CCBs had an onsite data verification visit during FFY 2008.

2.11	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 other professional development resources.	Ongoing Activity. In FFY 2008 the SpecialQuest leadership team, which has statewide representation from agencies, higher education and parents with a focus on early childhood continued to serve as the committee providing oversight and advisement on the comprehensive system of personnel development.
2.12	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 2008 the brochure, <i>Transdisciplinary /Primary Service Provider Model</i> , was developed and 2,418 were disseminated by EI Colorado. Technical assistance on transdisciplinary teaming for existing teams was provided to two communities. Two new transdisciplinary teams were trained, one on the western slope and one in the Denver Metro area.
2.13	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 FFY 2008 an interagency agreement with the University of Colorado was developed with funding from the American Recovery and Reinvestment Act (ARRA) of 2009 funds to develop state guidelines and disseminate statewide training for providers working with young children with Autism Spectrum Disorders (ASD).
2.14	2005-2010	The Service Coordination Core Competencies training and required training on IFSP development with emphasis on service locations will continue/ DDD staff, Training Cadre, and contract staff.	Ongoing Activity. In FFY 2008 three Service Coordination Core Competencies trainings were held throughout the state with 82 participants meeting the Colorado competencies for service coordination. Seven trainings on IFSP development were held throughout the state with 185 participants. Those trained included EI providers, evaluation team members, service coordinators, community agency members and higher education faculty and students.
2.15	2005-2010	Parents and service providers will be provided training at the statewide <i>Parents Encouraging Parents</i> conference on the IFSP process with an emphasis on services in natural environments (i.e., every day routines, activities and places)/DDD staff, Training Cadre.	Ongoing Activity. In FFY 2008 an interactive workshop on the IFSP process was presented at two Parents Encouraging Parent conferences. This workshop focused on strategies for parent involvement during the IFSP process with an emphasis on the provision of services in the child and family's everyday routines activities and places. Parents from all areas of the state were in attendance.

Explanation of Progress or Slippage for FFY 2008: The target of 90.5% was met and exceeded. There was an increase in performance from 94.84% reported in FFY 2007 to 98.84% in FFY 2008.

Continued success in meeting the target for Indicator 2 was 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 emphasize the delivery of services in natural environments and provide strategies for implementing appropriate services in home and community settings.

In those situations when an EI service(s) is provided in a setting other than a natural environment, the IFSP team must provide 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).

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 2009, reports for FFY 2007 were publicly released and are published on the website at www.eicolorado.org under the Documents tab.

For those CCBs who were in year two of the status determination category of "Needs Assistance", DDD issued a menu of technical assistance activities which was posted on the EI Colorado website and documented which resources could be utilized to help inform technical assistance efforts.

Resolution of previously identified noncompliance reported in the FFY 2007 APR: 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 were intensified and correction was achieved and verified within 23 months. DDD verified that the CCB EI program with a finding of noncompliance for this indicator timely corrected the deficiency, and is correctly implementing the specific regulatory requirements.

Revisions, with Justification, to Proposed Targets, Improvement Activities, Timelines, and Resources for FFY 2009, if applicable: DDD reviewed the improvement activities and determined that the strategies are still appropriate as written for Indicator 2.

**Part C State Annual Performance Report (APR)
for FFY 2008 (July 1, 2008- June 30, 2009)**

Overview of the Annual Performance Report Development: Information for Indicator 3 was provided by DDD staff, the Colorado Department of Education (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.

Measurement:

Outcomes:

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

Progress categories for A, B and C:

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

Summary Statements for Each of the Three Outcomes (use for FFY 2008-2009 reporting):

Summary Statement 1: Of those infants and toddlers who entered or exited early intervention below age expectations in each Outcome, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program.

Measurement for Summary Statement 1: Percent = # of infants and toddlers reported in progress category (c) plus # of infants and toddlers reported in category (d) divided by [# of infants and toddlers reported in progress category (a) plus # of infants and toddlers reported in progress category (b) plus # of infants and toddlers reported in progress category (c) plus # of infants and toddlers reported in progress category (d)] times 100.

Summary Statement 2: The percent of infants and toddlers who were functioning within age

expectations in each Outcome by the time they turned 3 years of age or exited the program.

Measurement for Summary Statement 2: Percent = # of infants and toddlers reported in progress category (d) plus # of infants and toddlers reported in progress category (e) divided by the [total # of infants and toddlers reported in progress categories (a) + (b) + (c) + (d) + (e)] times 100.

PLEASE SEE THE SPP SUBMITTED FEBRUARY 1, 2010 FOR INFORMATION ON INDICATOR 3 AND CHILD OUTCOMES BASELINE DATA AND TARGETS

**Part C State Annual Performance Report (APR)
for FFY 2008 (July 1, 2008 - June 30, 2009)**

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 2008
2008 (2008-2009)	A) 80% of respondent families participating in Part C report that early intervention services have helped the family know their rights.	A) 81%
	B) 87.25% of respondent families participating in Part C who report that early intervention services have helped the family effectively communicate their children’s needs.	B) 86.48%
	C) 80% 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 in June 2009 that was obtained through distribution of the ECO Center Family Outcome Survey to all families statewide who had an active IFSP and who were receiving EI services for at least six months. This instrument is a self report survey intended to be completed by one or more family members and is based on a seven point scale. A response of five or greater is an acceptable indicator of outcome attainment on the scale for each of the

categories. The survey was distributed to 3,316 families statewide. Families also had the option of completing the survey online. The total number of returned surveys was 495 or a 14.9% response rate.

4A. Percentage of families participating in Part C who report that early intervention services have helped the family know their rights.

486 = Number of parent respondents

396 = Number who had a response of five or greater

81% = Percentage of families

4B. Percentage of families participating in Part C who report that early intervention services have helped the family effectively communicate their children's needs.

488 = Number of parent respondents

422 = Number who had a response of five or greater

86.48% = Percentage of families

4C. Percentage of families participating in Part C who report that early intervention services have helped the family help their children develop and learn.

478 = Number of parent respondents

434 = Number who had a response of five or greater

91% = Percentage of families

The data was determined to be representative of the population served based on percentage of total surveys returned by program size in relation to percentage of total children served reported in the October 1, 2008 child count (618 data Table 1):

Indicator 4A: early intervention services have helped the family know their rights			
Program Size	Total Survey Responses*	Percentage of Surveys**	618 Percentage of Children Served***
Extra Small Programs	5	1%	2%
Small Programs	38	8%	8%
Medium Programs	109	22%	24%
Large Programs	334	69%	66%
Total Responses	486	100%	100%

Indicator 4B: early intervention services have helped the family effectively communicate their children's needs			
Program Size	Total Survey Responses*	Percentage of Surveys**	618 Percentage of Children Served***
Extra Small Programs	5	1%	2%
Small Programs	38	8%	8%
Medium Programs	109	22%	24%
Large Programs	336	69%	66%
Total Responses	488	100%	100%

Indicator 4C: early intervention services have helped the family help their children develop and learn			
Program Size	Total Survey Responses*	Percentage of Surveys**	618 Percentage of Children Served***
Extra Small Programs	5	1%	2%
Small Programs	35	7%	8%
Medium Programs	109	23%	24%
Large Programs	329	69%	66%
Total Responses	478	100%	100%

* N= number of survey responses received by program size. The discrepancy between total number of surveys returned (495) and total survey responses is due to lack of response by families for questions 4A-4C.

** N= percentage of total survey responses received by program size divided by total number of survey responses.

*** Section 618 of IDEA requires states to annually collect and report data related to children served: number served, gender, age and race/ethnicity; primary location of service(s); the status of children exiting the program; and dispute resolution information.

Discussion of Improvement Activities Completed for FFY 2008:

	FFY	State Performance Plan Activities	Progress on Improvement Activities Completed in FFY 2008
4.1	2005	A parent training curriculum will be developed and piloted along with associated materials about the IFSP process, family rights and communication strategies/ former lead agency (CDE) Part C staff, Training Cadre, PEAK Parent Center staff, and contract staff.	Completed in FFY 2005.
4.2	2007	Targets for 4A, 4B and 4C will be revised based on two years data from surveys/ DDD staff and Results Matter team.	Completed in FFY 2007.
4.3	2005-2006	Continue work with the Early Childhood State Systems Team Parent Leadership 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/ former lead agency (CDE) Part C staff and Parent Leadership Task Force.	Completed in FFY 2006.

4.4	2007-2008	Revisions will be made to the documents distributed to families, as well as the distribution process in order to improve responses, representativeness and usefulness of the information/ DDD staff, CICC workgroup and Results Matter team.	Completed in FFY 2008. In FFY 2008 the Family Outcomes Survey distributed in June 2009 utilized a shorter format of the ECO Center Family Outcomes Survey. The survey was reduced to four pages in an effort to require less time for families to complete and hopefully increase the rate of return.
4.5	2008-2009	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/ DDD staff and Results Matter team.	Ongoing Activity. In FFY 2008 technical assistance documents were provided to local CCBs to offer suggestions in ways that service coordinators and other local personnel and partners could support families understanding of the importance of completing the survey.
4.6	2005-2007	The Inspiring Futures publication will be revised and disseminated/ DDD staff.	Completed in FFY 2007.
4.7	2006-2008	Parent training will be provided on a regional basis and materials disseminated statewide/ DDD staff, contract staff, and contract staff.	Completed in FFY 2008. Nine parent trainings occurred in various service areas of the state using the <i>Inspiring Futures</i> curriculum with 172 participants in total. Five trainings occurred in the Denver Metro area and the other training locations included Colorado Springs, Evans, Fort Collins and Glenwood Springs. Two parents conducted these trainings using a peer-to-peer model. Through a contract with El Grupo Vida, four trainings were conducted entirely in Spanish. Colorado Hands and Voices conducted a revised training for parents of children who are deaf or hard of hearing. 116,639 public awareness materials were disseminated by El Colorado: 109,921 (94%) of the materials ordered target family members. Of those, 78,706 (72%) of the materials were published in English and 31,215 (28%) in Spanish.
4.8	2007-2009	DDD will work with the Legal Center for People with Disabilities and Older People to provide regional training to EI staff and families regarding procedural safeguards/ DDD staff and Legal Center staff.	Completed in FFY 2008. In FFY 2008 a web-based training, <i>El Colorado Family Rights and Procedural Safeguards Training</i> was conducted for 98 participants statewide. Participants included service coordinators and other EI personnel.
4.9	2008-2010	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/ DDD staff.	Ongoing Activity. In FFY 2008 technical assistance was requested and a call was scheduled with ECO staff to discuss strategies for looking at the family outcomes data to determine areas of focus.

4.10	2008-2010	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/ DDD staff.	Ongoing Activity. In FFY 2008, a total of 14,948 <i>Family Rights: Notice of Family Rights and Procedural Safeguards within the Early Intervention System</i> were disseminated by EI Colorado: 11,306 (76%) English; and 3,642 (24%) Spanish. In situations where other languages were used, the procedural safeguards information was provided in the family's language. <i>EI Colorado Family Rights and Procedural Safeguards Training</i> was conducted for 98 participants statewide. Participants included service coordinators and other EI personnel.
4.11	2005-2008	The <i>ABCs of Parent Leadership</i> training will be provided annually/ DDD staff, and PEAK Parent Center staff.	Completed in FFY 2008. In FFY 2008 a family leadership training using the <i>ABCs of Parent Leadership</i> curriculum was conducted in Grand Junction for 11 participants.
4.12	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 2008 state aggregate data was available by race/ethnicity, age of child, length of stay in service, gender, primary language in the home, primary language of the child, main area of concern, and local program. Data was collected through an online system and reports generated by Teaching Strategies, Inc.
4.13	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 team.	Ongoing Activity. In FFY 2008 materials were distributed and reinforced through multiple communications with local CCBs.
4.14	2007-2010	Assistance will be provided to Spanish-speaking support groups to distribute and support completion of the survey among Spanish-speaking families/ DDD staff, Results Matter Team, and contract staff.	Ongoing Activity. In FFY 2008 technical assistance materials were provided to local CCBs to distribute to other community partners to support the effort of distributing the Family Outcomes Surveys to Spanish-speaking families.
4.15	2005-2010	A statewide survey will be conducted of families currently receiving EI services and/or within one year of exiting EI services using family survey tool/ DDD staff and Results Matter team.	Ongoing Activity. In FFY 2008 the ECO Center Family Outcomes Survey for children in EI services was distributed in June 2009 to families who had been receiving EI services for at least six months.

4.16	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 2008 the Service Coordination Core Competencies training was revised to reflect the utilization of the new procedural safeguards materials and strategies for ensuring that families understand these rights. Three Service Coordination Core Competencies trainings were held throughout the state with 82 participants meeting the Colorado competencies for service coordination. Seven trainings on IFSP development were held throughout the state with 185 participants. Those trained included EI providers, evaluation team members, service coordinators, community agency members and higher education faculty and students.
4.17	2005-2010	Statewide training on the IFSP process, family rights, and communication strategies will be provided for parents and service providers two times per year at the <i>Parents Encouraging Parents</i> (PEP) conference/ DDD staff.	Ongoing Activity. In FFY 2008 an interactive workshop on the IFSP process including family rights and successful communication strategies was presented at two PEP conferences. Materials on procedural safeguards were distributed at these workshops.

Explanation of Progress or Slippage for FFY 2008:

- 4A: The target of 80% was met and exceeded. There was significant improvement from 73% reported in FFY 2007 to 81% in FFY 2008.
- 4B: The target of 87.25% was not met. There was a slight slippage from 87% reported in FFY 2007 to 86.48% in FFY 2008.
- 4C: The target of 80% was met and exceeded. There was no change from 91% reported in FFY 2007 to 91% in FFY 2008.

In addition to the above improvement activities, in Spring 2008 regional trainings were provided to service coordinators across the state on child and family rights and procedural safeguards. An additional technical assistance call was conducted in January 2009 to further explain requirements regarding the provision of procedural safeguards to families, as well as introduce newly created materials that were available for distribution to families. The increased knowledge that the service coordinators gained on how to explain rights and procedural safeguards to families, as well as the additional resources for families led to the substantial increase in the percentage of family survey respondents reporting that EI has helped them to know their rights.

The Family Outcomes Survey response rate decreased 3.7% from FFY 2007. A delayed survey distribution and an incorrect web address posted on the printed surveys might have contributed to the drop in return rate.

The FFY 2008 survey was originally scheduled to be sent out to families in April 2009. A statewide technical assistance call was held with EI programs in March 2009 to discuss strategies for communicating to families the importance of their survey responses. However, the survey was not mailed until June 2009, which diluted the strong efforts made by local EI staff prior to April 2009 to emphasize to families the importance of responding to the survey. Additionally, many families who were active on April 1, 2009 (the date the mailing lists were generated) were no longer active in EI services in June 2009. A

large number of surveys were returned undelivered because errors were found in the mailing address or families had moved.

Only six surveys were completed online due to the web address being printed incorrectly on the survey form.

Demographic information for survey respondents is collected in multiple areas including race/ethnicity, age of child, length of stay in services, gender, primary language in the home, primary language of the child, main area concern, and local program.

The list of survey recipients was generated based on the child being actively enrolled in EI services for at least six months on April 1, 2009 and was sorted by CCB EI program and a program code was preprinted on each survey to track responses by CCB. The list did not, however, track demographic information regarding the families to whom the survey was sent, therefore, a data set was not available to compare demographic representativeness of responses compared to the demographics of the survey recipients.

In order to accurately determine representativeness of survey responses based on areas other than program size in the future, the following activities are planned:

- A stakeholder roundtable is planned for January 2010, facilitated by the Results Matter team, to discuss new ideas for survey dissemination to achieve high response rates and strategies to ensure the data is representative based on additional demographic information.
- Unique ID numbers will be assigned to each survey to track demographic information to more definitively assess representativeness of respondents and inform public awareness activities for populations underrepresented in survey responses or responding to the outcomes questions with low scores.

In addition to the strategies noted above, DDD will revise the process for dissemination of Family Outcomes Surveys in FFY 2009 as follows:

- The survey format will be adjusted to make it shorter and easier for families to complete.
- The survey will be distributed in early Spring 2010 to allow for follow up on unreturned surveys due to incorrect addresses and to allow sufficient time for local programs to implement marketing strategies for their community.
- Notices will be sent out in advance to encourage family response. Reminders will be sent out following the dissemination date to encourage families to complete and return the surveys.
- The format for the return addresses and envelopes for mailed surveys will be revised to be more family-friendly and reduce the amount of surveys that might be tossed aside as "junk mail".

To address the slippage that occurred in FFY 2008, DDD reviewed the improvement activities for Indicator 4A, 4B and 4C and determined that the activities are still appropriate as written.

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 2009, reports for FFY 2007 were publicly released and are published on the website at www.eicolorado.org under the Documents tab.

For those CCBs who were in year two of the status determination category of "Needs Assistance", DDD issued a menu of technical assistance activities which was posted on the EI Colorado website and documented which resources could be utilized to help inform technical assistance efforts.

Revisions, with Justification, to Proposed Targets, Improvement Activities, Timelines and Resources for FFY 2008, if applicable: DDD reviewed the improvement activities and determined that the activities are still appropriate as written for Indicator 4A, 4B and 4C.

**Part C State Annual Performance Report (APR)
for FFY 2008 (July 1, 2008 - June 30, 2009)**

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 national data.

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

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

FFY	Measurable and Rigorous Target	Actual Target Data for FFY 2008
2008 (2008-2009)	Colorado's identification rate for infants birth to 1 with IFSPs will be .95%	.89%

Data Analysis: The Colorado identification rate for infants 0-12 months was .89% (661 infants from a population of 74,316) according to the U.S. Department of Education, Office of Special Education Programs, Data Analysis System "Table C-13, Percent of infants and toddlers receiving EI services under IDEA, Part C, by age and state: Fall 2008". The .89% is in comparison to 1.04% for the national average.

Discussion of Improvement Activities Completed for FFY 2008:

	FFY	State Performance Plan Activities	Progress on Improvement Activities Completed in FFY 2008
5.1	2005	A notification document will be developed for statewide procedures for early and comprehensive identification of children who are in the public health system (PHS) and who are also eligible for EI services/ former lead agency (CDE) Part C staff and contract staff.	Completed in FFY 2005.
5.2	2005	Focused monitoring activities will be conducted to identify successful outreach to medical and health system personnel for referrals and IFSP development status and need areas/ former lead agency (CDE) state staff and contract staff.	Completed in FFY 2005.

5.3	2006	A state level protocol will be developed for eligibility questions on specific established conditions through the advisement of a state advisory group/ DDD staff, contract staff and advisory group.	Completed in FFY 2006.
5.4	2006	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.
5.5	2006	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, Division of Child Welfare staff, and contract staff.	Completed in FFY 2006.
5.6	2006	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	2007	A rigorous definition of developmental delay and categorical eligibility will be developed/ DDD staff, CICC workgroup and key stakeholders.	Completed in FFY 2007.
5.8	2005-2006	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, contract staff, and contract staff.	Completed in FFY 2006.
5.9	2008–2009	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 staff.	Ongoing Activity. In FFY 2008 no CCBs were identified as needing a focused monitoring in this area.
5.10	2005-2007	Training on systems collaboration will be developed for HCP and local EI programs through early involvement of PHS staff in the IFSP process/ DDD staff and state Department of Public Health and Environment (CDPHE) staff.	Completed in FFY 2007.

5.11	2008-2010	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 visits, issue written notifications of noncompliance, and require POCs when noncompliance is identified/ DDD staff.	Ongoing Activity. In FFY 2008 all 20 CCBs were monitored using a combination of data review, self-assessment and onsite data verification visits. Nine CCBs had an onsite data verification visit during FFY 2008.
5.12	2008-2010	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 staff and Child Welfare state staff.	Ongoing Activity. In FFY 2008 a total of 116,639 public awareness materials were disseminated by EI Colorado: 109,921 (94%) of the materials ordered target family members. Of those, 78,706 (72%) of the materials were published in English and 31,215 (28%) in Spanish.
5.13	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 and contract staff.	Ongoing Activity. In FFY 2008 ongoing technical assistance regarding the use of the Referral <i>Status Update Form</i> occurred for all 20 CCBs statewide. Through collaboration with the ABCD Project, 180 additional pediatric and family practitioners implemented the use of a standardized developmental screening tool at well child checks and facilitated referrals as appropriate.
5.14	2005-2010	Public awareness materials will be developed or updated for general public, specific populations, in multiple media formats/ DDD staff and contract staff.	Ongoing Activity. In FFY 2008 a total of 116,639 public awareness materials were disseminated by EI Colorado: 109,921 (94%) of the materials ordered target family members or the general public: 78,706 (72%) English and 31,215 (28%) Spanish. Public awareness materials were revised to reflect EI system updates in Colorado.
5.15	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 2008 the NICU Liaison Project served 625 infants and their families.
5.16	2005-2010	Technical assistance to Child Find and EI 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, Division of Child Welfare state staff, and contract staff.	Ongoing Activity. In FFY 2008 DDD and CDE worked together to provide joint technical assistance to all Child Find teams and CCB staff to address roles and responsibilities related to the child identification and evaluation processes.

Explanation of Progress or Slippage for FFY 2008: The target of .95% was not met. However, the FFY 2008 actual target data demonstrates substantial improvement in the identification rate for infants birth to one year of age with IFSPs from .71% reported in FFY 2007 to .89% in FFY 2008.

Colorado is below the national average of 1.04% but above the mode identification rate of .66% and slightly below the median percentage of .97. The average identification rate of states of similar population size (+/-10,000), excluding those who serve at-risk populations, is .97%. Of these states (Colorado, Louisiana, Maryland, Minnesota, Missouri, Tennessee and Wisconsin), Colorado's identification rate of .89% falls above the median percentage of .86%.

Efforts are continuing to increase the use of standardized developmental screening as a routine part of a well child visit within pediatric health care practices 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 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.

In order to learn more about the identification rate for infants birth to one year of age, EI Colorado staff and one of the contractors collected referral information on infants being referred from Level III Neonatal Intensive Care Units (NICUs) in hospitals throughout the state over a six-month period. This information was compiled and compared to the state data system to determine which children were still active in the EI system or if the children were no longer active, the reasons why.

A workgroup was assembled to address the recommendations within the report entitled "Assessment of Supports Available to Families with an Infant Referred to Colorado's EI System from a Level III Neonatal Intensive Care Unit". A focused discussion was held with representation from local EI programs, service coordinators, CDE, public health, EI providers and hospital staff. The main areas of discussion were service coordination, IFSP development for infants in NICU environments and procedures for working with families whose infants are referred near or post discharge. As a result of this workgroup, plans are in process to create and implement new procedures for infants residing in Level III NICUs in hospitals throughout the state.

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 2009, reports for FFY 2007 were publicly released and are published on the website at www.eicolorado.org under the Documents tab.

For those CCBs who were in year two of the status determination category of "Needs Assistance", DDD issued a menu of technical assistance activities which was posted on the EI Colorado website and documented which resources could be utilized to help inform technical assistance efforts.

Revisions, with Justification, to Proposed Targets, Improvement Activities, Timelines, and Resources for FFY 2008, if applicable: DDD has reviewed the improvement activities and determined that the strategies are still appropriate as written for Indicator 5.

**Part C State Annual Performance Report (APR)
for FFY 2008 (July 1, 2008 - June 30, 2009)**

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

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

FFY	Measurable and Rigorous Target	Actual Target Data for FFY 2008
2008 (2008-2009)	Colorado's identification rate of infants and toddlers birth to three with IFSPs will be 2.3%	2.17%

Data Analysis: The Colorado identification rate for infants and toddlers birth to three years of age was 2.17% (4,728 from a 0-3 population of 218,276) according to the U.S. Department of Education, Office of Special Education Programs, Data Analysis System "Table C-13 Percent of infants and toddlers receiving EI services under IDEA, Part C, by age and state: Fall 2008". The 2.17% is in comparison to 2.66% for the national average.

Discussion of Improvement Activities Completed for FFY 2008:

	FFY	State Performance Plan Activities	Progress on Improvement Activities Completed in FFY 2008
6.1	2005	CDE will participate in a grant funded by the U.S. Department of Health and Human Services (October 2004) to investigate, promote collaboration between the Child Welfare System, EI and Early Care and Education System and disseminate best practices data statewide/ former lead agency (CDE) staff, CDHS/Child Welfare staff, and local EI program staff.	Completed in FFY 2005.
6.2	2005	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 EI system/former lead agency (CDE) staff and Division of Child Welfare staff.	Completed in FFY 2005.

6.3	2006	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, Division of Child Welfare staff, and contract staff.	Completed in FFY 2006.
6.4	2006	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.
6.5	2006	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.
6.6	2005-2006	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 and Child Welfare state staff.	Completed in FFY 2006.
6.7	2006-2007	A rigorous definition of developmental delay and categorical eligibility will be developed/ DDD staff, CICC, and key stakeholders.	Completed in FFY 2007.
6.8	2006-2007	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, Division of Child Welfare staff and contract staff.	Completed in FFY 2007.
6.9	2008–2009	DDD will implement revised procedures for focused monitoring that effectively identify root causes of barriers to providing expected child identification/ DDD staff.	Ongoing Activity. In FFY 2008 no CCBs were identified as needing a focused monitoring in this area.

6.10	2008-2010	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 staff and Child Welfare state staff.	Ongoing Activity. In FFY 2008 a total of 116,639 public awareness materials were disseminated by EI Colorado: 109,921 (94%) of the materials ordered target family members or the general public: 78,706 (72%) English and 31,215 (28%) Spanish. Public awareness materials were revised to reflect EI system updates in Colorado.
6.11	2008-2010	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 visits, issue written notifications of noncompliance, and require POCs when noncompliance is identified/ DDD staff.	Ongoing Activity. In FFY 2008 all 20 CCBs were monitored using a combination of data review, self-assessment and onsite data verification visits. Nine CCBs had an onsite data verification visit during FFY 2008.
6.12	2007-2010	A train the trainer model will be developed for those identifying and working with children with social/emotional needs/ DDD staff, Center for Social Emotional Foundations of Early Learning (CSEFEL), and contract staff.	Ongoing Activity. In FFY 2008 infant and toddler modules focused on supporting children with social/emotional concerns within home and community settings were added to the Pyramid Model (CSEFEL) training materials. A training, <i>Early Intervention Services and Vulnerable Families</i> was conducted for teams in the Southeastern area of the state in November 2008.
6.13	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 2008 Pyramid Model practices were embedded in the Community Implementation Guide for use by Early Childhood Councils and others. Pyramid model work was also begun with Institutes of Higher Education to infuse content into Early Childhood curriculum. Follow up technical assistance was provided to pilot sites and additional materials were added to the CSEFEL website. The State Pyramid Model Partners began planning for a Center for Social Emotional Competence and Inclusion.

6.14	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 and contract staff.	Ongoing Activity. In FFY 2008 ongoing technical assistance regarding the use of the <i>Referral Status Update Form</i> occurred for all 20 CCBs statewide. Through collaboration with the ABCD Project, 180 additional pediatric and family practitioners implemented the use of a standardized developmental screening tool at well child checks and facilitated referrals as appropriate.
6.15	2005-2010	Technical assistance to Child Find and EI referral systems on best practices will be provided for outreach to all populations, including 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, CDE and Division of Child Welfare staff, and contract staff.	Ongoing Activity. In FFY 2008 a joint technical assistance call with CDE was conducted to all Child Find teams and CCB staff to address roles and responsibilities related to the child identification and evaluation processes.

Explanation of Progress or Slippage for FFY 2008: The target of 2.3% was not met. However, the FFY 2008 actual target data demonstrates improvement in the identification rate for infants birth to three years of age with IFSPs from 1.92% reported in FFY 2007 to 2.17% in FFY 2008.

Colorado is below the national average of 2.66% but above the mode identification rate of 1.79% and below the median percentage of 2.43. The average identification rate of states of similar population size, excluding those who serve at-risk populations, is 2.2% which compares closely to Colorado’s identification rate. Of these states (Alabama, Colorado, Louisiana, Maryland, Minnesota, Missouri and Wisconsin), Colorado’s identification rate of 2.17% falls above the median percentage of 2.10%.

Efforts continue to increase the use of standardized developmental screening as a routine part of a well child visit within pediatric health care practices to promote early identification and referral of infants and toddlers in Colorado. Additionally, the EI Colorado/Health Care Practice Quality Improvement Task Force has been convened to work to improve referral practices and communication links between primary health care practices and the EI system. The task force consists of physicians and other health care providers as well as staff from local programs and other collaborative agencies.

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 2009, reports for FFY 2007 were publicly released and are published on the website at www.eicolorado.org under the Documents tab.

For those CCBs who were in year two of the status determination category of “Needs Assistance”, DDD issued a menu of technical assistance activities which was posted on the EI Colorado website and documented which resources could be utilized to help inform technical assistance efforts.

Revisions, with Justification, to Proposed Targets, Improvement Activities, Timelines, and Resources for FFY 2008, if applicable: DDD has reviewed the improvement activities and determined that the strategies are still appropriate as written for Indicator 6.

**Part C State Annual Performance Report (APR)
for FFY 2008 (July 1, 2008 - June 30, 2009)**

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. DDD accessed technical assistance through a privately contracted national consultant, Mountain Plains Regional Resource Center (MPRRC), National Early Childhood Technical Assistance Center (NECTAC), Office of Special Education Programs (OSEP) monthly technical assistance calls, the OSEP C-7 FAQ Sheet and other relevant documents found on the SPP/APR Planning Calendar website. The actions taken as a result of this technical assistance are described below in the narrative section.

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 infants and toddlers with IFSPs evaluated and assessed for whom an initial IFSP meeting was required to be conducted)] times 100.
Account for untimely evaluations, assessments, and initial IFSP meetings, including reasons for delays.

FFY	Measurable and Rigorous Target	Actual Target Data for FFY 2008
2008 (2008-2009)	100% of eligible infants and toddlers with IFSPs for whom an evaluation and assessment and an initial IFSP meeting will be conducted within Part C's 45-day timeline.	96.71%

Data Analysis: The data for this measure were captured in the analysis of statewide data from all 20 EI 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 and should have had an evaluation, assessment and initial IFSP:

- 4,352 = Total Initial IFSPs
- 3,598 = Total Timely IFSPs
- 611 = Untimely IFSPs due to exceptional family delays
- 143 = Untimely IFSPs due to system delays

96.71% = (3,598 + 611 = 4,209 divided by 4,352 x 100)

The range of reasons for the initial IFSP meeting to be conducted late due to exceptional family delays included:

- Family emergency/illness/hospitalization of child;
- Multidisciplinary assessment and/or IFSP meeting scheduled and family cancelled;

- Difficulty reaching family/family did not return calls/family went on vacation so meeting could not be scheduled; and
- Difficulty scheduling with biological parent in foster care situations where family rights were still intact.

The range of reasons for the initial IFSP meeting to be conducted late due to system reasons included:

- Difficulty scheduling for a Child Find evaluation;
- Difficulty finding interpreter for languages other than Spanish;
- Member of assessment team ill;
- Service coordinator ill; and
- Evaluation scheduled and cancelled by assessment team.

Discussion of Improvement Activities Completed for FFY 2008:

	FFY	State Performance Plan Activities	Progress on Improvement Activities Completed in FFY 2008
7.1	2007	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 FFY 2007.
7.2	2007	Technical assistance will be provided to CCBs to implement the new Child Find legislation/ DDD staff.	Completed in FFY 2007.
7.3	2007	Technical assistance will be provided to CCBs to develop interagency operating agreements with their administrative units (AUs) regarding procedures to meet the requirements related to Indicator 7/ DDD staff.	Completed in FFY 2007.
7.4	2007	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 FFY 2007.
7.5	2008-2010	DDD will develop a process for funding CCBs to reimburse private providers for team consultation and attendance at IFSP meetings/ DDD staff.	Ongoing Activity. In FFY 2008 technical assistance was provided to CCBs to provide strategies for reimbursing private providers for team consultation and attendance at IFSP meetings.
7.6	2008-2010	DDD will provide training and technical assistance to CCBs on appropriate identification of family vs. system reasons for delays/ DDD staff.	Ongoing Activity. In FFY 2008 technical assistance was provided to CCB staff to determine appropriate classification of family vs. system reasons for delays. A comment field was added to the state data system to help identify the range of reasons for delays.

7.7	2008-2010	DDD will collaborate with CDE to ensure that vision and hearing screenings occur for infants and toddlers during eligibility evaluations and initial assessments/ DDD and CDE staff.	Ongoing Activity. In FFY 2008 CDE conducted a statewide TA call regarding the responsibilities of Child Find for hearing screening during initial evaluations. This call was recorded and information about accessing the recording was widely disseminated.
7.8	2008-2010	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 staff.	Ongoing Activity. In FFY 2008 no CCBs were identified as needing a focused monitoring in this area.
7.9	2008-2010	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 (TCM)/ DDD staff.	Ongoing Activity. In FFY 2008 DDD staff provided training and distributed technical assistance materials to local CCB service coordinators and EI personnel on the procedures for billing TCM for appropriate service coordination activities.
7.10	2008-2010	DDD will monitor all twenty 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/ DDD staff.	Ongoing Activity. In FFY 2008 all 20 CCBs were monitored using a combination of data review, self-assessment and onsite data verification visits. Nine CCBs had an onsite data verification visit during FFY 2008.
7.11	2008-2010	Materials for families about the IFSP process, with an explanation of the multidisciplinary evaluation and IFSP development, will be developed and distributed statewide/ DDD staff, Training Cadre, and contract staff.	Ongoing Activity. In FFY 2008 a total of 7,102 <i>A Family Guide: Individualized Family Service Plan and Orientation to Early Intervention Services</i> were disseminated by EI Colorado: 4,964 (70%) English; and 2,138 (30%) Spanish.
7.12	2007-2010	The state EI rules will be revised to incorporate changes to the Child Find legislation (CRS 27-10.5-140)/ DDD staff.	Ongoing Activity. In FFY 2008 the process for revising EI rules was started but delayed at the time pending the publishing of federal rules.
7.13	2006-2010	CCBs will develop and implement interagency operating agreements with their local AUs to ensure timely evaluations and assessments and initial IFSPs/ DDD staff, CCBs, and LICCs members.	Ongoing Activity. In FFY 2008, 18 CCBs had completed Interagency Agreements. Two remaining local programs are still working with their AUs for final approval.

7.14	2005-2010	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. In FFY 2008 three Service Coordination Core Competencies trainings were held throughout the state with 82 participants meeting the Colorado competencies for service coordination. Seven trainings on IFSP development were held throughout the state with 185 participants. Those trained included EI providers, evaluation team members, service coordinators, community agency members and higher education faculty and students.
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Explanation of Progress or Slippage for FFY 2008: The target of 100% was not met but significant progress was made, from 90.59% reported in FFY 2007 to 96.46% in FFY 2008.

Effective November 2008, DDD implemented revised written notification of noncompliance and POC procedures to ensure that CCBs understood the areas of noncompliance and to ensure successful completion of the 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 being made. Each CCB with an open POC was assigned to a DDD staff member who provided individualized technical assistance throughout the span of the POC.

The individualized attention provided to the CCBs underscored the importance of timely correction of noncompliance and ensured that DDD staff was aware of POC timelines and could intensify technical assistance well in advance of the one year correction requirement. Work was conducted with CCBs to help drill down and identify specific systemic issues leading to noncompliance.

An annual planning meeting was held with EI Coordinators from all 20 CCBs in September 2008. Specific requirements for the provision of the multidisciplinary evaluation and development of the IFSP within 45 days was discussed and local programs were asked to identify specific barriers that were encountered when trying to meet these requirements and a peer exchange was facilitated to share strategies for overcoming issues leading to delays in evaluations and IFSP development.

Clarification of the distinction between documented exceptional family circumstances and identified system reasons for late evaluation and assessment and initial IFSP meeting was provided to all EI programs and technical assistance was delivered to address individual program’s questions throughout the year.

To address the 3.29% of noncompliance that occurred in FFY 2008 for Indicator 7, DDD has reviewed the improvement activities and is maintaining them as written.

Based on FFY 2008 data, DDD issued a finding of noncompliance to two CCBs in December 2009, with scheduled correction as soon as possible, but no later than one year from date of written notification. Both CCBs are on target for timely correction.

Edit reports within the statewide database are 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. Technical assistance was provided to local EI programs regarding the use of these edit reports as a tool for programs to track upcoming deadlines, identify trends and conduct drill down activities to identify systemic issues leading to instances of noncompliance. A data workgroup will be convened in FFY 2009, with participation from local EI programs, to review available reports to ensure that the reports meet the needs of the local programs. Changes will be made to existing reports and additional reports will be created as needed.

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 2009, reports for FFY 2007 were publicly released and are published on the website at www.eicolorado.org under the Documents tab.

For those CCBs who were in year two of the status determination category of “Needs Assistance”, DDD issued a menu of technical assistance activities which was posted on the EI Colorado website and documented which resources could be utilized to help inform technical assistance efforts.

Resolution of previously identified noncompliance reported in the FFY 2007 APR: In FFY 2008 there were eight findings of noncompliance issued for FFY 2007 Indicator 7 data and one finding of noncompliance for FFY 2007 for related requirement at 34 CFR 303.23 (a) provision of service coordination activities. DDD has verified that each of the nine CCB EI programs with a finding of noncompliance for this indicator has timely corrected the deficiency, and (1) is correctly implementing the specific regulatory requirements; and (2) has conducted the initial evaluation, assessment, and IFSP meeting, although late, unless the child is no longer within the jurisdiction of the CCB EI program, consistent with OSEP Memorandum 09-02, dated October 17, 2008 (OSEP Memo 09-02).

Resolution of previously identified noncompliance reported in the FFY 2006 APR: In FFY 2006 there was one finding of noncompliance issued for FFY 2006 Indicator 7 data that was not timely corrected by the time of the submission of the FFY 2007 APR. 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 period.
- 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 related to data collection and the use of data in the general supervision of the EI program was added to the POC.
- The CCB was required to collaborate with a lead DDD staff person who was assigned to the CCB for regular contact and technical assistance until correction of noncompliance was achieved.

As a result of the additional enforcement activities imposed on this CCB, DDD verified correction and the CCB achieved compliance in 27 months. DDD has verified that the CCB EI program with the finding of noncompliance for this indicator corrected the deficiency, and (1) is correctly implementing the specific regulatory requirements; and (2) has conducted the initial evaluation, assessment, and IFSP meeting, although late, unless the child is no longer within the jurisdiction of the CCB EI program, consistent with OSEP Memorandum 09-02, dated October 17, 2008 (OSEP Memo 09-02).

Revisions, with Justification, to Proposed Targets, Improvement Activities, Timelines, and Resources for FFY 2008, if applicable: DDD has reviewed the improvement activities and determined that the strategies are still appropriate as written for Indicator 7.

**Part C State Annual Performance Report (APR)
for FFY 2008 (July 1, 2008 - June 30, 2009)**

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. DDD accessed technical assistance through a privately contracted consultant, MPRRC, NECTAC, the National Early Childhood Transition Center (NECTC), OSEP monthly technical assistance calls, the OSEP C-8 FAQ Sheet and other relevant documents found on the SPP/APR Planning Calendar website. The actions taken as a result of this technical assistance are described below in the narrative section.

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 2008
2008 (2008-2009)	A) 100% of all children exiting Part C will have an IFSP with transition steps and services.	A) 99.68%
2008 (2008-2009)	B) 100% of children exiting Part C and potentially eligible for Part B will have notification to the LEA occur.	B) 99.17%
2008 (2008-2009)	C) 100% of potentially Part B eligible children will have a timely transition conference.	C) 93.73%

Data Analysis: The data on the number of infants and toddlers from all 20 CCBs who received timely transition planning were captured in the statewide data analysis of all children who turned two years and nine months between July 1, 2008 and June 30, 2009. Colorado collects data from all EI programs in a statewide data system and reports on 100% of the children for whom transition planning occurred.

8A. Percent of Children with IFSPs with Transition Steps and Services

2,779 = Number of children who exited early intervention services
 2,770 = Number of children with IFSPs with Transition Steps and Services
 9 = Number of children with IFSPs with no Transition Steps and Services

99.68% = Percent of children (2,767 divided by 2,779)

8B. Percent of Children with Transition Notifications to Local Education Agencies

2,779 = Number of children who exited early intervention services
 2,756 = Number of children for whom Transition Notification was sent
 23 = Number of children for whom no Transition Notification was sent

99.17% = Percent of children (2,744 divided by 2,779)

8C. Percent of children with timely Transition Conferences

2,779 = Number of children who had a transition conference
 2,183 = Number of children with timely conferences
 422 = Number of late conferences due to exceptional family delays
 174 = Number of late conferences due to systems delays

93.73% = Percent of children (2,159 + 443 = 2,602 divided by 2,779 x 100)

The range of reasons for the transition conference to be conducted late due to exceptional family delays included:

- Family emergency/illness/hospitalization of child;
- Transition conference scheduled and family cancelled;
- Difficulty reaching family/family did not return calls/family went on vacation so meeting could not be scheduled; and
- Difficulty scheduling with biological parent in foster care situations where family rights were still intact.

The range of reasons for the transition conference to be conducted late due to system reasons included:

- Difficulty scheduling with representative from future service;
- Weather cancellation;
- Difficulty scheduling over holidays;
- Service coordinator ill; and
- EI program staff issues.

Discussion of Improvement Activities Completed for FFY 2008:

	FFY	State Performance Plan Activities	Progress on Improvement Activities Completed in FFY 2008
8.1	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)/ former lead agency (CDE) Part C and Part B 619 staff.	Completed in FFY 2005.
8.2	2005	Technical assistance will be provided through documents and web-based resources from lead agency/ former lead agency (CDE) Part C and Part B/619 staff and contract staff.	Completed in FFY 2005.
8.3	2005	Regional topical meetings with follow up technical assistance on transition will be conducted with Child Find coordinators / former lead agency (CDE) Part C and Part B 619 staff.	Completed in FFY 2005.
8.4	2007	State policies, procedures, forms, and interagency operating agreements will be revised to ensure compliance with transition requirements/ DDD staff and CICC/MOU sub-committee.	Completed in FFY 2007.
8.5	2007	The Community Contract and Management System (CCMSWeb) 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 FFY 2007.
8.6	2007-2008	DDD staff will collaborate with CDE to identify AUs or local education agencies and CCBs that need state level technical assistance to meet transition requirements/ DDD staff and CDE staff.	Completed FFY 2008. In FFY 2008 DDD staff and CDE staff collaboratively identified specific CCBs and AUs that required TA to improve ability to meet transition requirements.
8.7	2008-2009	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 EI service coordinators, early interventionists and community partners throughout the state/ DDD Staff, Training Cadre.	Ongoing Activity. In FFY 2008 the transition module within the state IFSP training was revised to provide more specific information regarding required timelines for transition planning.

8.8	2008-2009	Workshop on Part C to B transition for parents and early interventionists will be provided at the <i>Conference on Inclusive Education</i> / DDD Staff, Training Cadre.	Ongoing Activity. In FFY 2008 “Early Childhood Transitions for Children and Families: Strategies for Success” was presented as one of the 90-minute concurrent sessions at the Conference on Inclusive Education.
8.9	2008-2009	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 staff.	Ongoing Activity. In FFY 2008 DDD implemented revised procedures for focused monitoring for two CCBs who were low performing in this area.
8.10	2007-2009	A parent handbook on transition will be developed and disseminated/ DDD staff, CICC, and contractors.	Completed in FFY 2008. In FFY 2008 <i>A Family Guidebook: Transition Planning</i> was developed to help parents understand the transition process as their child leaves EI services. A total of 3,336 guidebooks were distributed: 2,236 (67%) English and 1,100 (33%) Spanish.
8.11	2008-2010	DDD will revise the state IFSP transition section to provide guidance to IFSP team members on required content for transition steps and services/ DDD staff.	Completed in FFY 2008. In FFY 2008 the transition module within the state IFSP training was revised to provide more specific information regarding required transition steps and services.
8.12	2008-2010	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/ DDD staff.	Ongoing Activity. In FFY 2008 all 20 CCBs were monitored using a combination of data review, self-assessment and onsite data verification visits. Nine CCBs had an onsite data verification visit during FFY 2008.
8.13	2005-2008	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.	Completed in FFY 2008. In FFY 2008 nine parent trainings occurred in various service areas of the state using the <i>Inspiring Futures</i> curriculum with 172 participants in total. Five trainings occurred in the Denver Metro area and other training locations included Colorado Springs, Evans, Fort Collins and Glenwood Springs. Two parents conducted these trainings using a peer-to-peer model. Through a contract with El Grupo Vida, four trainings were conducted entirely in Spanish. Colorado Hands and Voices conducted a revised training for parents of children who are deaf or hard of hearing.

8.14	2007-2010	DDD staff will collaborate with CDE to revise the Memorandum of Understanding to address new state statutes and rules, and new federal requirements related to transition, if necessary/ DDD staff and CDE staff.	Ongoing Activity. In FFY 2008 DDD and CDE collaborated on revising the Memorandum of Understanding related to transition services.
8.15	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 2008 three Service Coordination Core Competencies trainings were held throughout the state with 82 participants completing the Colorado competencies for service coordination. Seven trainings on IFSP development were held throughout the state with 185 participants. Those trained included EI providers, evaluation team members, service coordinators, community agency members and higher education faculty and students.
8.16	2006-2010	CCBs will develop and implement interagency operating agreements with their local education agencies to ensure timely transitions for children exiting EI services and entering preschool services at age three/ DDD staff, local CCBs, and Local Interagency Coordinating Councils (LICCs).	Ongoing Activity. In FFY 2008 there were 18 CCBs that had completed Interagency Agreements. Two remaining local programs are still working with their AUs for final approval.

Explanation of Progress or Slippage for FFY 2008: The following progress was made:

8A: The target of 100% was not met. However, progress was made from 96.09% reported in FFY 2007 to 99.68% in FFY 2008.

8B: The target of 100% was not met. However, progress was made from 98.22% reported in FFY 2007 to 99.17% in FFY 2008

8C: The target of 100% was not met. However, significant progress was made from 84.74% in FFY 2007 to 93.73% in FFY 2008

Effective November 2008, DDD implemented revised written notification of noncompliance and POC procedures to ensure that CCBs understood the areas of noncompliance and to ensure successful completion of the 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 being made.

The individualized attention provided to the CCBs underscored the importance of timely correction of noncompliance and ensured that DDD staff was aware of POC timelines and could intensify technical assistance well in advance of the one year correction requirement. Work was conducted with CCBs to help drill down and identify specific systemic issues leading to noncompliance.

An annual planning meeting was held with EI Coordinators from all 20 CCBs in September 2008. Specific requirements for conducting a transition conference by the time a child reaches two years and nine months was discussed and local programs were asked to identify specific barriers that were encountered when trying to meet these requirements and a peer exchange was facilitated to share strategies for overcoming issues leading to delays in transition conferences.

To address the .32% of noncompliance that occurred in FFY 2008 for Indicator 8A, DDD reviewed the improvement activities and determined that the activities are still appropriate as written.

To address the .83% of noncompliance that occurred in FFY 2008 for Indicator 8B, DDD reviewed the improvement activities and determined that the activities are still appropriate as written.

To address the 6.27% of noncompliance that occurred in FFY 2008 for Indicator 8C, DDD reviewed the improvement activities and determined that the activities are still appropriate as written.

Of the nine children who did not have an IFSP with steps and services (Indicator 8A), one was found not eligible for preschool age services and the parents declined an evaluation for the other eight. In all nine instances, the parents declined the development of a transition plan. These situations were isolated to two CCBs and technical assistance was provided to emphasize the importance of transition planning for all children and the expectation that all children should have an IFSP with steps and services to assist the family in transition out of EI services, regardless of the eligibility status for preschool services. DDD has verified that each of the two CCB EI programs is correctly implementing the specific regulatory requirements and has developed an IFSP with transition steps and services unless the child is no longer within the jurisdiction of the CCB EI program.

Eight CCBs, with a total of 23 records, had instances where data was not reported regarding the date the LEA was notified of a child potentially eligible for Part B services (Indicator 8B). This missing data resulted in the LEA notification showing as not completed. Technical assistance was provided to these eight programs regarding data reporting. DDD has verified that each of the eight CCB EI programs is correctly implementing the specific regulatory requirements and has provided notification to the LEA, unless the child is no longer within the jurisdiction of the CCB EI program.

Based on FFY 2008 performance data, DDD issued a finding of noncompliance to five CCBs for Indicator 8C (timely transition conference), with scheduled correction as soon as possible, but no later than one year from date of notification. All are on target for timely correction. Additionally, an onsite monitoring was conducted in August 2008 to one CCB and a finding of compliance was issued for Indicator 8C in October 2008 to one CCB with scheduled correction as soon as possible, but no later than one year from date of notification. DDD has verified timely correction of noncompliance for this CCB.

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 2009, reports for FFY 2007 were publicly released and are published on the website at www.eicolorado.org under the Documents tab.

For those CCBs who were in year two of the status determination category of "Needs Assistance", DDD issued a menu of technical assistance activities which was posted on the EI Colorado website and documented which resources could be utilized to help inform technical assistance efforts.

Resolution of previously identified noncompliance reported in the FFY 2007 APR: In FFY 2008 there was no finding of noncompliance issued based on FFY 2007 Indicator 8A data. In FFY 2008, there was one finding of noncompliance issued based on FFY 2007 Indicator 8B data and seven findings of noncompliance issued based on FFY 2007 Indicator 8C data. DDD has verified that each of the seven CCB EI programs with a finding of noncompliance for one or more requirements of this indicator has timely corrected the deficiency and (1) is correctly implementing the specific regulatory requirements; and, in the instance of the findings for Indicator 8B, (2) has provided notification to the LEA, unless the child is no longer within the jurisdiction of the CCB EI program or in the instance of Indicator 8C (2) has conducted a transition conference for each child potentially eligible for Part B, although late, unless the child is no longer within the jurisdiction of the CCB EI program, consistent with OSEP Memorandum 09-02, dated October 17, 2008 (OSEP Memo 09-02).

Resolution of previously identified noncompliance reported in the FFY 2006 APR: In FFY 2006, there was one finding of noncompliance issued based on FFY 2006 Indicator 8A data and one finding of noncompliance issued based on FFY 2006 Indicator 8C data that were not timely corrected as reported in the FFY 2007 APR. 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 period.
- Six 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 and 8C 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 EI program was added to the POC.
- The CCB was required to collaborate with a lead DDD staff person who was assigned to the CCB for regular contact and technical assistance until correction of noncompliance was achieved.

As a result of the additional enforcement activities imposed on this CCB, DDD verified correction and the CCB achieved compliance in 27 months. DDD has verified that the CCB EI program with the findings of noncompliance for this Indicator corrected the deficiencies, and (1) is correctly implementing the specific regulatory requirements; and in the instance of Indicator 8A (2) has developed an IFSP with transition steps and services, unless the child is no longer within the jurisdiction of the CCB EI program and in the instance of Indicator 8C (2) has conducted a transition conference for each child potentially eligible for Part B, although late, unless the child is no longer within the jurisdiction of the CCB EI program, consistent with OSEP Memorandum 09-02, dated October 17, 2008 (OSEP Memo 09-02).

Revisions, with Justification, to Proposed Targets, Improvement Activities, Timelines, and Resources for FFY 2008, if applicable: DDD reviewed the improvement activities and determined that the strategies are still appropriate as written for Indicators 8A, 8B and 8C.

**Part C State Annual Performance Report (APR)
for FFY 2008 (July 1, 2008 - June 30, 2009)**

Overview of the Annual Performance Report Development: Information for Indicator 9 was taken from DDD Program Quality activities, and input from the CICC and CICC/MOU sub-committee. DDD accessed technical assistance through a privately contracted consultant, MPRRC, NECTAC, OSEP monthly technical assistance calls, the OSEP C-9 FAQ Sheet and other relevant documents found on the SPP/APR Planning Calendar website. The actions taken as a result of this technical assistance are described below in the narrative section.

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 2008
2008 (2008-2009)	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. 43 findings reported b. 42 corrections were completed no later than one year from identification Total = 97.67%

Data Analysis: Data for Indicator 9 includes information from monitoring data of all 20 EI programs in FFY 2007. The applicable findings and correction are reported under each Indicator. DDD has monitored and verified correction.

43 = Number of findings made in FFY 2007

42 = Number of findings that were corrected no later than one year from the date of notification

97.67% = Percentage of noncompliance (43 divided by 42)

The one finding not timely corrected was corrected within 23 months.

SPP Indicator	General Supervision System Components	# of EIS Programs Issued Findings in FFY 2007 (7/1/07 through 6/30/08)	(a) # of Findings of noncompliance identified in FFY 2007 (7/1/07 through 6/30/08)	(b) # 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.)	18	18	18
	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.)	1	1	0
	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.)	0	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.)	0	0	
	Dispute Resolution (Complaints, hearings)	N/A		

SPP Indicator	General Supervision System Components	# of EIS Programs Issued Findings in FFY 2007 (7/1/07 through 6/30/08)	(a) # of Findings of noncompliance identified in FFY 2007 (7/1/07 through 6/30/08)	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. 6. Percent of infants and toddlers birth to 3 with IFSPs.	Monitoring Activities: Self-Assessment/ Local APR, Data Review/Desk Audit/ Onsite Visits, or Other	0	0	
	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 Activities: Self-Assessment/ Local APR, Data Review/Desk Audit/ Onsite Visits, or Other	11	14	14
	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 Activities: Self-Assessment/ Local APR, Data Review/Desk Audit/ Onsite Visits, or Other	2	2	2
	Dispute Resolution: Complaints, Hearings	N/A		

SPP Indicator	General Supervision System Components	# of EIS Programs Issued Findings in FFY 2007 (7/1/07 through 6/30/08)	(a) # of Findings of noncompliance identified in FFY 2007 (7/1/07 through 6/30/08)	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: B. Notification to LEA, if child potentially eligible for Part B	Monitoring Activities: Self-Assessment/ Local APR, Data Review/Desk Audit/ Onsite Visits, or Other	1	1	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: C. Transition conference, if child potentially eligible for Part B.	Monitoring: Activities: (Self-Assessment/ Local APR, Data Review/Desk Audit/ Onsite Visits, or Other	7	7	7
	Dispute Resolution: Complaints, Hearings	N/A		
Sum the numbers down Column a and Column b			43	42

Discussion of Improvement Activities Completed in FFY 2008:

	FFY	State Performance Plan Activities	Progress on Improvement Activities Completed in FFY 2008
9.1	2005	Data from focused monitoring activities on the referral and IFSP process in NICU's will be gathered and analyzed/ former lead agency (CDE) Part C staff and contract staff.	Completed in FFY 2005.

9.2	2005	The Part C state database will be utilized to incorporate all required data elements for federal and state reporting purposes/ former lead agency (CDE) Part C staff and contract staff.	Completed in FFY 2005.
9.3	2006	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	State policies, procedures, and contracts will be revised to ensure compliance with state and federal requirements / DDD staff.	Completed in FFY 2007.
9.5	2007	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.
9.6	2007	The database will be converted to a web-based system by Fall 2007/ DDD staff.	Completed in FFY 2007.
9.7	2007	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 FFY 2007.
9.8	2007	DDD will revise the General Supervision and Monitoring Manual to include all of the OSEP critical elements/ DDD staff.	Completed in FFY 2007.
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 2008 strategies for self assessment were discussed at the EI Planning Meeting held in September 2008 at which all 20 CCBs were represented.
9.10	2008-2010	DDD will reassign state staff to lead technical assistance activities with CCBs as needed/ DDD staff.	Ongoing Activity. In FFY 2008 all CCBs with an open POC were assigned a state staff person to provide technical assistance throughout the POC.

9.11	2008-2010	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/ DDD staff.	Ongoing Activity. In FFY 2008 all 20 CCBs were monitored. Nine CCBs had an onsite data verification visit.
9.12	2008-2008	DDD will reassign state staff and create the position of Plan of Correction Coordinator who will be responsible for tracking correction of noncompliance / DDD staff.	Completed in FFY 2008. In FFY 2008 the Plan of Correction Coordinator position was created and a system for tracking data submission for open POCs was developed. This position works closely with the DDD Program Quality Coordinator to track and ensure timely correction of noncompliance.
9.13	2008-2010	DDD will develop data queries that CCBs can use for self-assessment to monitor their progress in correcting noncompliance/ DDD staff.	Ongoing Activity. In FFY 2008 data queries were modified as needed to further meet the needs of local programs for self-assessment. New queries were created as requested.
9.14	2007-2010	DDD will annually disseminate a list of possible state enforcement actions for noncompliance extending beyond one year and apply appropriate enforcement actions/ DDD staff.	Ongoing Activity. In FFY 2008 a list of possible state enforcement actions was distributed in the Spring 2009 and posted on the EI Colorado website at www.eicolorado.org .
9.15	2006-2010	The CCMSWeb database will be utilized to measure all required state and federal data reports/ DDD staff.	Ongoing Activity. In FFY 2008 data were extracted from the CCMSWeb database and reported in the FFY 2008 APR and will be publicly reported in FFY 2009.
9.16	2006-2010	DDD will continue to provide annual database trainings and ongoing technical assistance for local data managers / DDD staff.	Ongoing Activity. In FFY 2008 a data presentation was given as part of the EI Planning Meeting in September 2008. All 20 CCBs were represented. Individual technical assistance is provided to local programs, as needed.

9.17	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 2008 CCBs requiring POCs were provided technical assistance by state staff in order to ensure the POC met the state requirements to ensure timely correction.
9.18	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 EI Colorado website and distribution to the media and public agencies/ DDD staff and CICC.	Ongoing Activity. In FFY 2008 DDD published performance profiles, including status determinations, for each CCB EI program on the EI Colorado website and distributed to system partners.
9.19	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 2008 there were no new mediators or hearing officers in need of training.
9.20	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 2008 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. However, significant progress was made from the 73.1% reported in FFY 2007 to 97.67% in FFY 2008.

Discussion of Correction of FFY 2007 Findings: In FFY 2007, DDD issued 43 findings of noncompliance. DDD has verified that each of the 20 CCB EI programs with a finding of noncompliance has corrected the deficiency and is correctly implementing the specific regulatory requirements and, in the instance of Indicators 1, 7, 8A, 8B, and 8C, have ensured that required activities have been initiated, although late, unless the child is no longer within the jurisdiction of the CCB EI program.

Forty-two findings of noncompliance were timely corrected. One CCB did not timely correct one finding, but achieved correction within 23 months.

The method for identification of noncompliance was as follows:

- 32 findings of noncompliance were identified through data review; and
- 11 findings of noncompliance were identified through onsite monitoring.

One CCB was issued a finding of noncompliance for Indicator 2, a Performance Indicator, for failure to provide EI services in natural environments. This CCB did not correct within one year of the date of written notification and additional enforcement activities were implemented:

- The CCB was required to collaborate with a lead DDD staff person who was assigned to the CCB for regular contact and technical assistance until correction of noncompliance was achieved.
- An onsite visit was conducted in order to provide technical assistance in identifying barriers to the provision of services in natural environments.
- The POC was amended with requirements for additional data reporting and the construction of policies and procedures around the area of noncompliance and any related requirements.
- The status determination for this CCB dropped from “Needs Assistance” to “Needs Intervention”.

As a result of these enforcement activities, DDD was able to verify correction of noncompliance and the CCB achieved correction in 23 months. DDD has verified that the CCB EI program with a finding of noncompliance for this indicator has timely corrected the deficiency, and is correctly implementing the specific regulatory requirements.

Discussion of Correction of FFY 2006 Findings: In FFY 2006, three findings of noncompliance issued by DDD were not corrected by the submission of the FFY 2007 APR. The three findings; one for Indicator 7, one for Indicator 8A and one for Indicator 8C, were attributed to one CCB and 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.
- Six 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 the areas of noncompliance and any related requirements.
- An additional requirement to address the policies and procedures for data collection and the use of data in the general supervision of the EI program was added to the POC.
- The CCB was required to collaborate with a lead DDD staff person who was assigned to the CCB for regular contact and technical assistance until correction of noncompliance was achieved.

As a result of these enforcement activities, DDD was able to verify correction of noncompliance and the CCB achieved correction in 27 months. DDD has verified that the CCB EI program with a finding of noncompliance for these indicators has (1) corrected all instances of noncompliance (including noncompliance identified through the State’s monitoring system, through the State’s data system and by the Department); and (2) verified that the CCB EI program is correctly implementing the specific regulatory requirements, consistent with OSEP Memorandum 09-02, dated October 17, 2008 (OSEP Memo 09-02).

Revisions, with Justification, to Proposed Targets, Improvement Activities, Timelines, and Resources for FFY 2008, if applicable: DDD has reviewed the improvement activities and determined that the strategies are still appropriate as written for Indicator 9.

**Part C State Annual Performance Report (APR)
for FFY 2008 (July 1, 2008 - June 30, 2009)**

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 2008. The improvement activities were developed by DDD with input from the CICC and the Protection and Advocacy Agency for Colorado (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 2008
2008 (2008-2009)	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 2008.

Discussion of Improvement Activities Completed in FFY 2008

	FFY	State Performance Plan Activities	Progress on Improvement Activities Completed in FFY 2008
10.1	2005	Parent training curriculum and materials about the IFSP process with an emphasis on procedural safeguards will be developed and disseminated/ former lead agency (CDE) Part C staff, Training Cadre, PEAK Parent Center, and contract staff.	Completed in FFY 2005.
10.2	2007	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.
10.3	2005-2007	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 EI system in the state/ DDD staff and contract staff.	Completed in FFY 2007.

<p>10.4</p>	<p>2006-2008</p>	<p>Parent training will be provided regionally, including trainings in Spanish, and materials will be disseminated statewide/ DDD staff, PEAK Parent Center, and contract staff.</p>	<p>Completed in FFY 2008. In FFY 2008 nine parent trainings occurred in various service areas of the state using the <i>Inspiring Futures</i> curriculum with 172 participants in total. Five trainings occurred in the Denver Metro area and the other training locations included Colorado Springs, Evans, Fort Collins and Glenwood Springs. Two parents conducted these trainings using a peer-to-peer model. Through a contract with El Grupo Vida, four trainings were conducted entirely in Spanish. Colorado Hands and Voices conducted a revised training for parents of children who are deaf or hard of hearing. 116,639 public awareness materials were disseminated by El Colorado: 109,921 (94%) of the materials ordered target family members. Of those, 78,706 (72%) of the materials were published in English and 31,215 (28%) in Spanish.</p>
<p>10.5</p>	<p>2006-2008</p>	<p>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 Cultural Competence Workgroup members.</p>	<p>Completed in FFY 2008. In FFY 2008 diverse cultural groups were identified to be included on the cultural competence workgroup. This workgroup includes the following cultural groups: the deaf culture, parents who are visually impaired, Caucasian, migrant parents, families experiencing homelessness, Hispanic, Asian, teen parents, African American, adoptive parents, and gay and lesbian parents. This workgroup was involved in the development of family guidebooks: <i>A Family Guidebook: Referral and Eligibility for Colorado Early Intervention Services</i>; <i>A Family Guidebook: Individualized Family Service Plan and Orientation to Early Intervention</i>; and <i>A Family Guidebook: Transition Planning</i>.</p>

10.6	2008-2010	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 / DDD staff and contract staff.	Completed in FFY 2008. In FFY 2008 a web-based training, <i>EI Colorado Family Rights and Procedural Safeguards Training</i> was conducted for 98 participants statewide. Participants included service coordinators and other EI personnel.
10.7	2008-2010	The <i>Family Rights: Notice of Child and Family Rights and Procedural Safeguards in the Early Intervention Colorado System</i> , which describes family rights and procedural safeguards under IDEA including the dispute resolution and complaint process, will be distributed to all families entering the EI system in the state and at each point notice of rights is required/ DDD staff.	Ongoing Activity. In FFY 2008 a total of 14,948 <i>Family Rights: Notice of Family Rights and Procedural Safeguards within the Early Intervention System</i> were disseminated by EI Colorado: 11,306 (76%) English and 3,642 (24%) Spanish. In situations where other languages were used, the procedural safeguards information was provided in the families' languages.
10.8	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, including the complaint process/ DDD staff and Training Cadre.	Ongoing Activity. In FFY 2008 three Service Coordination Core Competencies trainings were held throughout the state with 82 participants meeting the Colorado competencies for service coordination. Seven trainings on IFSP development were held throughout the state with 185 participants. Those trained included EI providers, evaluation team members, service coordinators, community agency members and higher education faculty and students.
10.9	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. In FFY 2008 there was no complaint filed needing investigation.

Explanation of Progress or Slippage for FFY 2008: Not applicable. No written complaints were filed during FFY 2008.

Revisions, with Justification, to Proposed Targets, Improvement Activities, Timelines, and Resources for FFY 2008, if applicable: DDD has reviewed the improvement activities and determined that the strategies are still appropriate as written for Indicator 10.

**Part C State Annual Performance Report (APR)
for FFY 2008 (July 1, 2008 - June 30, 2009)**

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 2008. The improvement activities were developed by 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 2008
2008 (2008-2009)	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 2008

Discussion of Improvement Activities Completed for FFY 2008:

	FFY	State Performance Plan Activities	Progress on Improvement Activities Completed in FFY 2008
11.1	2005	Develop and pilot parent training curriculum, and materials about IFSP process, with an emphasis on procedural safeguards/ former lead agency (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.

11.3	2008-2009	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 / DDD staff and contract staff.	Ongoing Activity. In FFY 2008 a web-based training, <i>El Colorado Family Rights and Procedural Safeguards Training</i> was conducted for 98 participants statewide. Participants included service coordinators and other EI personnel.
11.4	2005-2007	The <i>Welcome Packet</i> will be provided to all families entering the EI 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.
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 2008. In FFY 2008 nine parent trainings occurred in various service areas of the state using the <i>Inspiring Futures</i> curriculum with 172 participants in total. Five trainings occurred in the Denver Metro area and the other training locations included Colorado Springs, Evans, Fort Collins and Glenwood Springs. Two parents conducted these trainings using a peer-to-peer model. Through a contract with El Grupo Vida, four trainings were conducted entirely in Spanish. Colorado Hands and Voices conducted a revised training for parents of children who are deaf or hard of hearing. 116,639 public awareness materials were disseminated by El Colorado: 109,921 (94%) of the materials ordered target family members. Of those, 78,706 (72%) of the materials were published in English and 31,215 (28%) in Spanish.

11.6	2006-2008	Provide parent training regionally, including trainings in Spanish, and disseminate materials statewide/ DDD staff, PEAK Parent Center, and contract staff.	<p>Completed in FFY 2008. In FFY 2008 nine parent trainings occurred in various service areas of the state using the <i>Inspiring Futures</i> curriculum with 172 participants in total. Five trainings occurred in the Denver Metro area and other training locations included Colorado Springs, Evans, Fort Collins and Glenwood Springs. Two parents conducted these trainings using a peer-to-peer model. Through a contract with El Grupo Vida, four trainings were conducted entirely in Spanish. Colorado Hands and Voices conducted a revised training for parents of children who are deaf or hard of hearing. 116,639 public awareness materials were disseminated by El Colorado: 109,921 (94%) of the materials ordered target family members. Of those, 78,706 (72%) of the materials were published in English and 31,215 (28%) in Spanish.</p>
11.7	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.	<p>Completed in FFY 2008. In FFY 2008 diverse cultural groups were identified to be included on the cultural competence workgroup. This workgroup includes the following cultural groups: the deaf culture, parents who are visually impaired, Caucasian, migrant parents, families experiencing homelessness, Hispanic, Asian, teen parents, African American, adoptive parents, and gay and lesbian parents. This workgroup was involved in family guidebooks: <i>A Family Guidebook: Referral and Eligibility for Colorado Early Intervention Services</i>; <i>A Family Guidebook: Individualized Family Service Plan and Orientation to Early Intervention</i>; and <i>A Family Guidebook: Transition Planning</i>.</p>

11.8	2008-2010	<p>The <i>Family Rights: Notice of Child and Family Rights and Procedural Safeguards in the Early Intervention Colorado System</i>, which describes family rights and procedural safeguards under IDEA including the dispute resolution and complaint process, will be distributed to all families entering the EI system in the state and at each point notice of rights is required/ DDD staff.</p>	<p>Ongoing Activity. In FFY 2008, a total of 14,948 <i>Family Rights: Notice of Family Rights and Procedural Safeguards within the Early Intervention System</i> were disseminated by EI Colorado: 11,306 (76%) English and 3,642 (24%) Spanish. In situations where other languages were used, the procedural safeguards information was provided in the families' languages.</p>
11.9	2006-2010	<p>Annual 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 to due process and follow-up by programs on their plans/strategies/ DDD staff.</p>	<p>Ongoing Activity. In FFY 2008 contracts with all 20 CCBs include the requirement to meet assurances and plans for meeting those assurances, including the assurance that all families know their rights under IDEA and the right to due process.</p>
11.10	2005-2010	<p>The Service Coordination Core Competencies Training will continue to be provided two-three times annually, including service coordinator responsibilities for informing parents of their rights under IDEA, including the complaint process/ DDD staff and Training Cadre.</p>	<p>Ongoing Activity. In FFY 2008 three Service Coordination Core Competencies trainings were held throughout the state with 82 participants meeting the Colorado competencies for service coordination. Seven trainings on IFSP development were held throughout the state with 185 participants. Those trained included EI providers, evaluation team members, service coordinators, community agency members and higher education faculty and students.</p>

Explanation of Progress or Slippage for FFY 2008: Not applicable. No due process hearing requests were filed during FFY 2008.

Revisions, with Justification, to Proposed Targets, Improvement Activities, Timelines, and Resources for FFY 2008, if applicable: DDD has reviewed the improvement activities and determined that the strategies are still appropriate as written for Indicator 11.

**Part C State Annual Performance Report (APR)
for FFY 2008 (July 1, 2008 - June 30, 2009)**

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 2008
2008 (2008-2009)	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 2008: Not applicable

Revisions, with Justification, to Proposed Targets, Improvement Activities, Timelines, and Resources for FFY 2009, if applicable: Not applicable

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

Overview of the Annual Performance Report Development: The information for Indicator 13 was developed by 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 2008
2008 (2008-2009)	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 2008.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2008: Not applicable. No mediations were filed during FFY 2008.

Revisions, with Justification, to Proposed Targets, Improvement Activities, Timelines, Resources for FFY 2009: Not applicable. No mediations were filed during FFY 2008.

**Part C State Annual Performance Report (APR)
for FFY 2008 (July 1, 2008 - June 30, 2009)**

Overview of the Annual Performance Report Development: The information for Indicator 14 was provided by DDD staff. The improvement activities were developed by 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 2008
2008 (2008-2009)	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 were 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 were complete, valid and reliable, before reporting for 618 and APR data measurements. Onsite data verification visits were conducted for nine EI programs. Timeliness is measured by meeting the required deadlines noted below:

Table 1: Submitted February 1, 2009

Table 2: Submitted February 1, 2009

Table 3: Submitted November 1, 2009

Table 4: Submitted November 1, 2009

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.

Part C Indicator 14 Data Rubric

Indicator 14 – APP/APR Data			
APR Indicator	Valid and Reliable	Correct Calculation	Total
1	1	1	2
2	1	1	2
3	1	1	2
4	1	1	2
5	1	1	2
6	1	1	2
7	1	1	2
8A	1	1	2
8B	1	1	2
8C	1	1	2
9	1	1	2
10	1	1	2
11	1	1	2
12	1	1	2
13	1	1	2
		Subtotal	30
	Timely Submission Points (5 pts for submission of APR/SPP by February 1, 2010)		5
	Grand Total		35

Indicator 14 – 618 Data					
Table	Timely	Complete Data	Passed Edit Check	Responded to Data Note Requests	Total
Table 1 - Child Count Due Date: 2/1/09	1	1	1	1	4
Table 2 - Program Settings Due Date: 2/1/09	1	1	1	1	4
Table 3 - Exiting Due Date: 11/1/09	1	1	1	N/A	3
Table 4 - Dispute Resolution Due Date: 11/1/09	1	1	1	N/A	3
				Subtotal	14
618 Score Calculation			Weighted Total (subtotal X 2.5)		35
Indicator #14 Calculation					
			A. APR Total		35
			B. 618 Total		35
			C. Grand Total		70
Percent of timely and accurate data = (C divided by 70 times 100)			(C) / (70) X 100 = 100%		100%

Discussion of Improvement Activities Completed for FFY 2008

	FFY	State Performance Plan Activities	Progress on Improvement Activities Completed in FFY 2008
14.1	2007	The Part C database will be transferred to the CCMSWeb platform and staff will conduct training for local data managers/ DDD staff.	Completed in FFY 2007.
14.2	2007	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.
14.3	2007	The general supervision manual will be updated to include changes to the written notification of noncompliance and POC procedures to ensure timely correction of noncompliance/ DDD staff, CICC, NECTAC and contract staff.	Completed in FFY 2007.
14.4	2007	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, NECTAC and contract staff.	Completed in FFY 2007.
14.5	2007	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.
14.6	2008-2010	The <i>CCMSWeb Early Intervention Instruction Manual</i> will be revised to include procedures for data entry, management, reporting timelines, confidentiality, validity and reliability, and back up safety/ DDD staff.	Ongoing Activity. In FFY 2008 the <i>CCMSWeb Early Intervention Instruction Manual</i> was revised to include procedures for changes made to the data system and billing procedures.
14.7	2007-2010	Annual CCMSWeb database training on updates to the <i>CCMSWeb Early Intervention Instruction Manual</i> will be conducted to assure local data managers have the most updated information for completing the database/ DDD staff.	Ongoing Activity. In FFY 2008 training and technical assistance was provided to local data managers and EI program managers through updates in the data instructions, quarterly EI program meetings and statewide technical assistance calls to ensure valid and reliable data.

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. In FFY 2008 the CDPHE database was used to compare demographic information.
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. In FFY 2008 data edit reports were provided to CCBs to self-monitor data accuracy and individual, one-to-one technical assistance was provided to programs as data entry issues were identified to ensure valid and reliable data.
14.10	2005-2010	DDD staff will participate in annual OSEP/Data Accountability Center (DAC) Part C data trainings and OSEP Annual Meetings on APR and SPP/ DDD staff.	Ongoing Activity. In FFY 2008 the Program Quality and Data Coordinator attended the annual ECO and DAC Data Meeting (June 2008)
14.11	2005-2010	DDD staff will utilize DAC website and listserv for updated information on Section 618 reporting requirements/ DDD staff.	Ongoing Activity. In FFY 2008 DDD staff utilized the DAC website to access current information on data collection and reporting requirements to ensure the submission of valid and reliable data.
14.12	2005-2010	DDD staff will review and/or revise and explain changes to Section 618 Tables as requested by DAC staff annually or as needed/ DDD staff.	Ongoing Activity. In FFY 2008 data tables were submitted on time and data notes were provided if requested.
14.13	2005-2010	The CCMSWeb 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 2008 data fields were revised as needed to allow for more detailed data collection for APR and SPP reporting to ensure that data reported is valid and reliable.
14.14	2005-2010	DDD staff will periodically cross reference the CCMSWeb 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 2008 DDD cross referenced the CCMSWeb database with the CDPHE database to compare demographic information and onsite file reviews were conducted to verify data validity and reliability for nine CCBs.

Explanation of Progress or Slippage that occurred for FFY 2008: The target of 100% was met.

Revisions, with Justification, to Proposed Targets, Improvement Activities, Timelines, and Resources for FFY 2008: DDD has reviewed the improvement activities and determined that the strategies are still appropriate as written for Indicator 14.