Part C State Annual Performance Report (APR) for FFY 2010

Overview of the Annual Performance Report Development:

Same as description in Indicator 1.

Monitoring Priority: Effective General Supervision Part C / Child Find

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

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

Measurement:

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

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

FFY	Measurable and Rigorous Target
FFY 2011	100 %

Actual Target Data for FFY 2011:

97.3% (1,218/1,252)

The measurements table for Indicator 7 states: If data are from a State database, describe the time period in which the data were collected (e.g., September through December, fourth quarter, selection from the full reporting period) and how the data accurately reflect data for infants and toddlers with IFSPs for the full reporting period.

State data system data for the time period April 1 – June 30, 2012 were used to report statewide compliance levels for the 45 day timeline for this APR. The same time frame was used for reporting in the APR of FFY 2010. This timeframe is representative of data for FFY 2011.

Statewide timeline compliance levels for all children were 97 percent for each calendar quarter since July 1 2011.

Timelines are calculated based on the actual number of days from referral to initial IFSP for each eligible child. Calculations include children for whom the State has identified the cause for the delay as family circumstances, as documented in the child's record.

Infants Evaluated and Assessed and provided an Initial IFSP meeting Within Part C's 45-day timeline:

a. Number of infants and toddlers with IFSPs for whom an evaluation and assessment and an initial IFSP meeting was conducted within Part C's 45-day timeline.	1,218
b. Number of infants and toddlers with IFSPs evaluated and assessed for whom an initial IFSP meeting was required to be conducted.	1,252
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 (Percent = [(a) divided by (b)] times 100)	97.3%

Accounting for untimely evaluations:

- For the April-June 2012 report period, 99.5 percent (1,246/1,252) of all eligible children had timely evaluations/eligibility conducted within 45 days of referral, when analyzed separate and apart from the timeline for initial IFSP completion.
  - Ten percent (129/1252) of all eligible children had evaluation delays due to family circumstances. These children are included in the numerator and the denominator of AzEIP's calculation.
- One hundred percent of children for whom an evaluation was required had an evaluation subsequently completed. AzEIP verified this through review of subsequent data for each child who did not have an evaluation timely completed.
  - Reasons for eligibility/evaluation delay are documented in the child's record and reported in the data system. Periodic reviews of a selection of files validate the data and verify the documentation of the reason for delay.
- Six eligible children had untimely evaluations/eligibility; that is, not completed within 45 days of referral. The six does not include children for whom the reason for delay was family circumstances.
  - The six non-family reasons for evaluation delay break down as follows:
    - Four due to team issues (e.g., evaluation not scheduled in a timely manner).
    - One due to CAPTA issues (e.g., child moved from one foster home to another, delaying evaluation).
    - One due to a delay in receiving necessary records from a non-team source.

Accounting for untimely IFSPs:

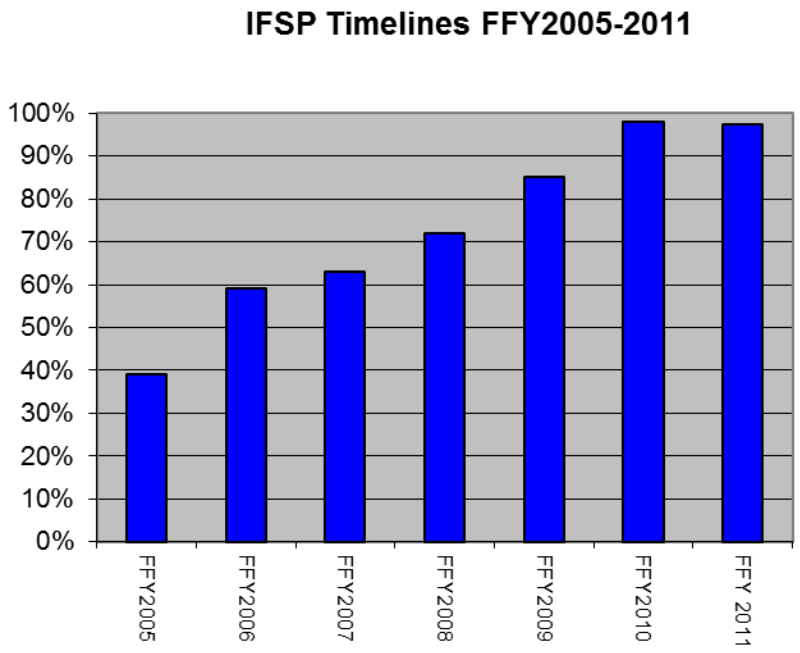
- For the April-June 2012 report period, 97.3 percent (1,218/1,252) of eligible children for whom IFSPs were required, had timely IFSPs completed.
- 100 percent of children for whom an IFSP was required had an IFSP subsequently completed. AzEIP verified this through review of subsequent data for each child who did not have an evaluation timely completed.
- Reasons for eligibility/evaluation delay are documented in the child's record and reported in the data system. Periodic review of a selection of files validates the data and verifies the documentation of the reason for delay.

- Thirty four eligible children had untimely IFSPs; that is, not completed within 45 days of referral. The thirty four does not include children for whom the reason for delay was family circumstances.
- The thirty four non-family reasons for IFSP delay break down as follows:
  - Thirty due to team issues (e.g., IFSP not scheduled in a timely manner).
  - One due to records issues (e.g., not receiving needed records in a timely manner).
  - Two due to CAPTA issues (e.g. child in foster care)
  - One due to unreported reason.

- Thirteen findings of noncompliance were made during FFY 2011; correction of these findings will be reported on in the FFY 2011 APR.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred in FFY 2011:

- There was a very slight amount of slippage in FFY 2010, from 98% to 97.3%. A review of improvement activities was conducted, and the improvement activities were determined to be effective in supporting compliance.



Improvement activities that supported timelines during FFY 2011:

Targeted and general technical assistance through on-site and phone meetings with TAMS and/or DES/AzEIP staff, written guidance/clarification and other strategies were provided.

- Team-based model contractors were provided program-specific technical assistance related to the 45 day timeline requirements:
  - Forty-five day timeline progress reports were compiled and returned to each DES/AzEIP EIS program in the state at least monthly to ensure that local programs were closely tracking the 45 day timeline for all children and to enable the State to track statewide progress.

Utilize root cause analysis process to identify underlying reasons for non-compliance:

- Corrective action plans for newly identified 45 day non-compliance included completion of a root cause analysis as a first step. The results of the root cause analysis were used to identify additional corrective action steps to address the correction of the noncompliance.

Correction of FFY 2010 Findings of Noncompliance (if State reported less than 100% compliance):
Level of compliance (actual target data) State reported for FFY 2010 for this indicator: 98 percent.

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

Correction of FFY 2010 Findings of Noncompliance Not Timely Corrected (corrected more than one year from identification of the noncompliance) and/or Not Corrected:

4. Number of FFY 2010 findings not timely corrected (same as the number from (3) above)	0
5. Number of FFY 2010 findings the State has verified as corrected beyond the one year timeline ("subsequent correction")	0
6. Number of FFY 2010 findings not verified as corrected [(4) minus (5)]	0

Actions Taken if Noncompliance Not Corrected: NA

Verification of Correction of FFY 2010 noncompliance (either timely or subsequent):

Programs 1-8:

1: To ensure the program was correctly implementing the timely evaluation and IFSP requirements (i.e., achieved 100 percent compliance*)* in 34 CFR §§303.321(e)(2), 303.322(e)(1), and 303.342(a) AzEIP verified that the program timely corrected the 45 day timeline noncompliance through review of 100 percent of one month's subsequent evaluation and IFSP data for that program through the State's data system, and ensuring that each evaluation and IFSP were timely or were delayed due to documented family circumstances. Each of the eight **programs achieved 100 percent compliance within one year after the finding was made.**

2: To ensure correction of child-specific noncompliance, the state ensured that the EIP program completed the evaluation and IFSP for each child, although late, by reviewing subsequent data system records for each child who did not receive a timely evaluation and IFSP.

Statement from the Response Table	State's Response
State must demonstrate, in the FFY 2011 APR that the State is in compliance with the 45-day timeline requirements in 34 CFR 303.321(e)(1), and 303.342(a). Because the State reported less than 100 percent compliance for FFY 2010, the State must report on the status of correction of noncompliance in the data the State reported for this indicator.	The State included data that demonstrates continued improvement in the 45 day timeline requirements. The State reported on the status of correction of noncompliance.
If the State does not report 100 percent compliance in the FFY 2011 APR, the State must review its improvement activities and revise them, if necessary.	The State reviewed its improvement activities and determined the activities are effective and do not need to be revised.

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2012 (if applicable):

N/A