



First Steps

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First Steps Contact Information

First Steps General
Inbox

FirstStepsWeb@fssa.IN.gov

Provider Enrollment

INFSEnroll@csc.com

First Steps State
Website

<http://www.in.gov/>

[fssa/4655.htm](http://www.in.gov/fssa/4655.htm)

Online FSCT Trainings

[http://www.eikids.com/in/](http://www.eikids.com/in/matrix/UnifiedTraining.asp)

[matrix/UnifiedTraining.asp](http://www.eikids.com/in/matrix/UnifiedTraining.asp)

First Steps Newsletters

[http://www.in.gov/fssa/](http://www.in.gov/fssa/ddrs/4986.htm)

[ddrs/4986.htm](http://www.in.gov/fssa/ddrs/4986.htm)

AEPS, DSP & SC

Registration

[http://fs-aeps-dsp-](http://fs-aeps-dsp-sc.weebly.com/)

[sc.weebly.com/](http://fs-aeps-dsp-sc.weebly.com/)

First Steps Newsletter— April 2017

State Updates

We are excited to announce the addition of two new staff members to our team.

Meghan Smith is the new First Steps policy manager and comes to First Steps from FSSA's Office of Early Childhood and Out of School Learning. Meghan's background is in public administration and early childhood policy, and her knowledge and experience will be tremendously helpful as we review, revise and develop rules and policies for the First Steps system.

Connie Young is the new First Steps outreach manager and comes to First Steps most recently from the Joseph Maley Foundation. Connie has more than 20 years of experience in early childhood care and education, including nine years as a developmental therapist for First Steps in central Indiana. Connie's knowledge and experience will be exceptionally valuable as we address issues related to provider recruitment, retention and training.

In light of our team's expansion, Maggie McCall's role has been redefined. She will be taking on the role of quality assurance manager. Maggie will be working with our data collection contractors as well as SPOEs and Provider Agencies to ensure that First Steps continues to thrive as well as improve the services we provide to children and their families.

Since the last newsletter, we have been hard at work meeting federal requirements for the Office of Special Education (OSEP), including completing the Annual Performance Report, reporting our State Systemic Improvement Plan (SSIP) Phase III, and wrapping up our State Application which is now posted for comment on the state website.

Additionally, we are pleased to partner with Indiana University to develop a comprehensive professional development system aligned with the State Systemic Improvement Plan (SSIP). Over the next 18 months we will be working on an online module for personnel in completion of the exit skills checklist, training on the implementation of a new family assessment tool, professional development on evidence-based practices related to effective, culturally competent home visiting, and a First Steps conference.

We will also be hosting quarterly State First Steps updates via webinar which will give us the opportunity to answer your questions, provide clarifications on certain topics, and allow a two-way connection between State staff and personnel. The first webinar is available to view on Training Central. State updates are worth 0.1 credentialing points and will generate a certificate of completion at the end of the webinar.

To receive the DDRS updates about the First Steps Program, please sign up at:

<http://www.in.gov/fssa/2328.htm>

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ICC Updates

As our team grows in the State First Steps office, we are fortunate to have the opportunity to review the First Steps system and identify areas for potential change and positive growth. Our desire is to collaborate on a shared vision and shared goals to guide our future work together. The role of the Interagency Coordinating Council (ICC) and its subcommittees is to advise the State on the maintenance and continuous quality improvement of the First Steps system, and we believe that adopting a shared vision and shared goals is essential to working together to improve services and outcomes for the children and families we serve.

In order to accomplish this, we need to begin brainstorming. It is critically important to us that all interested stakeholders have a voice in this process. We ask that all ICC subcommittees add this conversation to their upcoming meeting agenda(s) so that the ICC can begin its conversations around this topic in May using subcommittee feedback. Subcommittee chairs will be provided guidance on the type of feedback we are requesting. If you are not currently participating in an ICC subcommittee and you are interested in joining us for these conversations, please contact the First Steps Web at FirstStepsWeb@fssa.in.gov.

All ICC meetings and ICC subcommittee meetings are open to the public.

The next meeting of the ICC is **Thursday May 11 from 10:00 am to 3:00 pm at ProKids, 6923 Hillsdale Court, Indianapolis, IN 46250.**

The next subcommittee meetings are as follows:

- Provider Availability—Thursday April 13th from 10:00am to noon at ProKids
- Service Delivery and Training—Monday April 17th from 10:00am to noon at ProKids
- Child and Family Assessment—Tuesday April 25th from 10:00am to noon at ProKids
- Policy and Procedure—Thursday April 27th from noon to 2:00pm at ProKids

For additional meeting dates please visit our website: http://www.in.gov/fssa/ddrs/3355.htm#Interagency_Coordinating_Council



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State Profile Report : 01/01/2016 - 12/31/2016

	Number of Children	Percentage of Children
CHILD ENROLLMENT & REFERRAL		
One-day Count w/ IFSP— 0 to 1 year old	1,330	
One-day Count w/ IFSP— All Children	10,200	
Annual Count of Children w/ IFSP	19,985	
Annual Count of Children Served (regardless of IFSP)	23,913	
Average Age at Referral (months)	14	
New IFSP 07/01/2016—09/30/2016	2,574	
Children with Referral to IFSP 45+ Days 07/01/2016-09/30/2016	44	
EXITS		
Children Moving to Preschool Special Education	4,224	44%
Children Under 3, Services No Longer Needed	206	2%
Eligible Children who Declined Services	1,059	11%
PAID SERVICES		
Children w/IFSP Served Primarily in the Natural Environment	19,841	99%
Total Amount Paid on Behalf of Children Served	\$38,244,929.02	
Average Paid on Behalf of Each Child Served	\$1,599.34	
CHILDREN RECEIVING EACH SERVICE TYPE		
Assistive Technology	192	1%
Audiology	1,083	5%
Developmental Therapy	11,388	48%
Health Services	0	0%
Interpreter Services	387	2%
Medical	0	0%
Nursing	0	0%
Nutrition	357	1%
Occupational Therapy	13,104	55%
Physical Therapy	12,485	52%
Psychology	148	1%
Social Work	49	0%
Speech Therapy	17,339	73%
Vision	0	0%
Other Services	78	0%

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State Profile Report: 01/01/2016—12/31/2016 Continued

	Number of Children	Percentage of Children
RACE INFORMATION		
White	17,261	72%
Black or African American	2,519	11%
Hispanic/Latino	2,306	10%
American Indian or Alaskan Native	29	0%
Asian	453	2%
Native Hawaiian or Other Pacific Islander	14	0%
2 or More Races Selected	1,314	5%
Other Race	0	0%

One-day Child Count: The unduplicated number of children with an active IFSP on the first day of the last month of the reporting period.

Annual Count of Children with IFSP: The unduplicated number of children with an active IFSP at any time during the reporting period

Annual Count of Children Served (Regardless of IFSP): The unduplicated number of children who received a service during the reporting period, regardless of IFSP status. This count includes assessments and evaluations as well as treatment services.

Average Age at Referral (months): For children referred during the reporting period, the age in months as of the referral date, divided by the total number of children referred during the period.

New IFSP: The unduplicated number of children whose first IFSPs were started during the last three months of the reporting period.

Children with Referral to IFSP 45+ Days: The unduplicated number of children whose first IFSPs were started longer than 45 days after referral during the last three months of the reporting period.

Children Moving to Preschool Special Education: The unduplicated number of children with IFSPs who exited First Steps to Preschool Education during the reporting period, plus the percentage this exit category represents out of all children with IFSPs exiting during the reporting period.

Children under 3, Services No Longer Needed: The unduplicated number of children with IFSPs who were determined no longer to be in need of First Steps services during the reporting period, plus the percentage this exit category represents out of all children with IFSPs exiting during the reporting period.

Eligible Children who Declined Services: The unduplicated number of children with IFSPs who declined services during the reporting period.

Children with IFSP Served Primarily in the Natural Environment: The unduplicated number of children who received services at locations where a normally developing child would receive services, along with the percentage of all children served. Children are included in this count if: at least half their services during the reporting period took place at one or more locations considered as natural environment; their services during the reporting period were assessment, evaluation or family planning meetings; or they received no services during the reporting period.

Total Amount Paid on Behalf of Children Served: The total amount paid for services taking place during the reporting period.

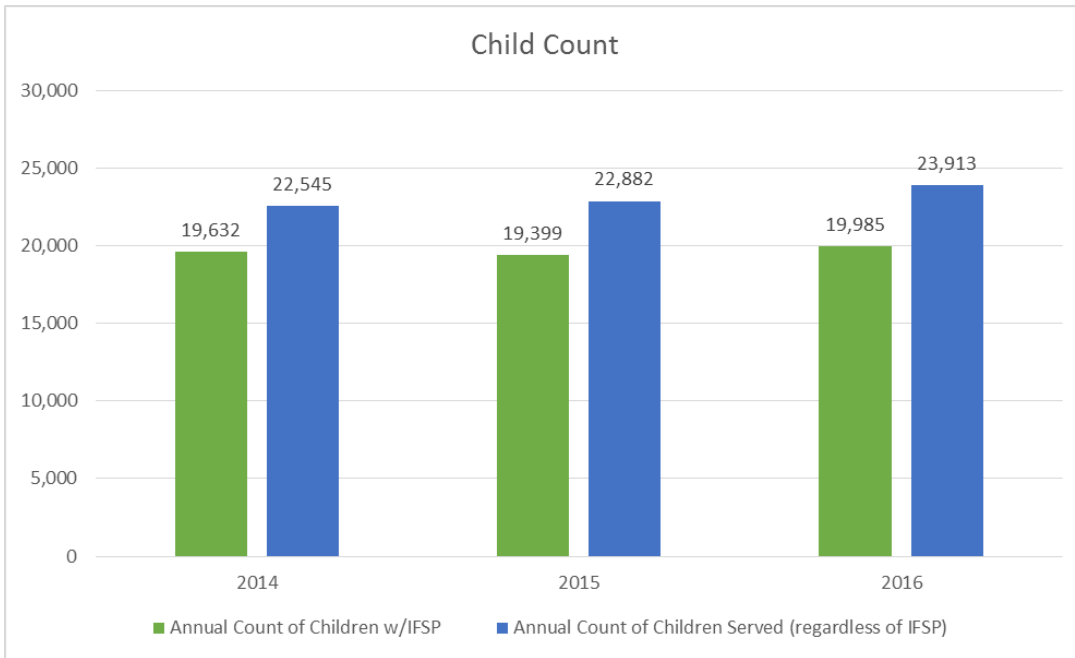
Average Paid on Behalf of Each Child Served: The total amount paid for services taking place during the reporting period, divided by the Annual Count of Children Served (Regardless of IFSP).

Children Receiving Each Service Type: The number and percentage of all children receiving services, broken out by service type. A child is counted in each type of service received during the reporting period.

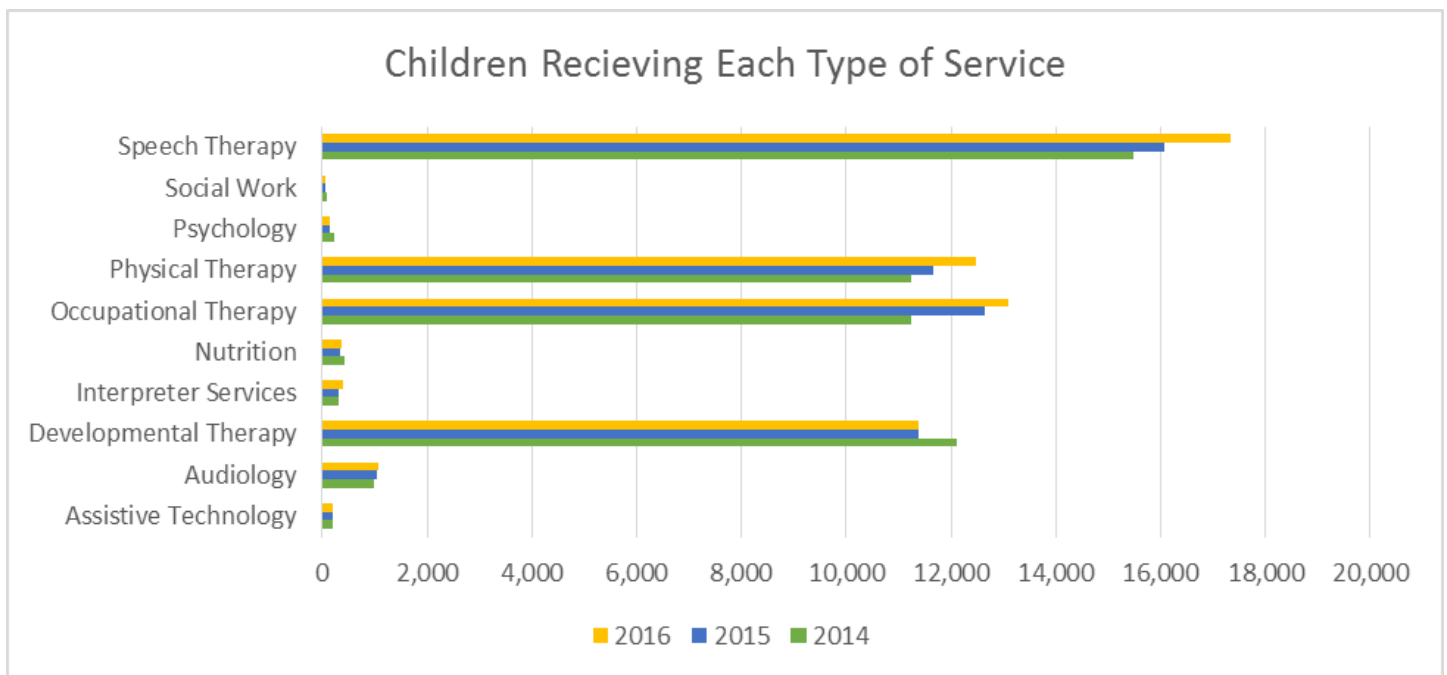
Race Information: The number and percentage of all children receiving services, broken out by race. A child is counted in only one race.

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State Profile Report: Comparison of 2014, 2015 and 2016



From this graph we can see the number of children coming into the program and going through the assessment process (blue) is increasing. Along with that increase we can see an increase in the number of children that have an IFSP (green). We can also see that the number of children completing the assessment process but not moving to IFSP has increased.



This graph shows the number of children receiving each type of service in 2014 (green), 2015 (blue) and 2016 (yellow). From this we can see there has been an increase of Audiology, Interpreter Services, Occupational Therapy, Physical Therapy and Speech Therapy. The most notable decrease in the utilization of services are for Developmental Therapy, Nutrition and Psychology.

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Training and Credentialing Update

In response to providers' desire for additional core trainings, First Steps partnered with the Office of Early Childhood and Out of School Learning (OECOSL) to gain access to the Training Central Portal.

Training Central was created by Indiana Association for Child Care Resource and Referral (IACCRR) in partnership with OECOSL, to support early childhood programs and child care providers in obtaining high Paths to Quality designations.

Within the portal, First Steps has identified several trainings that may be used as a core training (FSCT).

1. Introduction to Trauma and Toxic Stress: Effects in Early Childhood
2. Using Screening Tools and Methods – Part 1
3. Infant Mental Health: Basic Concepts and Background
4. Using Interpersonal Methods: Relationship-Based Approach, Parallel Process, Professional Use of Self
5. How Trauma Affects Adults and Parenting Behaviors – Part 1
6. Using Screening Tools and Methods – Part 2
7. How Trauma Affects Adults and Parenting Behaviors – Part 2
8. Helping Parents Develop Skills that Support S/E Development in Babies
9. Determining and Developing Relationships with Referral Partners
10. Strengthening Your Skills in Infant and Early Childhood Mental Health

In addition to the trainings that have been identified as core trainings, First Steps personnel may also complete any additional training for credentialing points.

Please note Training Central has a new web address.

Please visit <http://partnershipsforearlylearners.org/get-involved/providers/training-central/>

To access Training Central, individuals should go to <http://partnershipsforearlylearners.org/get-involved/providers/training-central/> and register for an account. When registering, you will use the category “early intervention provider”. All trainings are free of charge and provide users with a certificate upon training completion. Certificates for all trainings completed are stored in each user’s account under “My Certificates”. First Steps personnel must keep these certificates in their personal training records for five years.

If you are having trouble registering for Training Central please review these [tips](#).

If you have questions, please contact the Training Central help desk at tcsupport@earlylearningindiana.org or 1-800-299-1627 and choose option 5.

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AEPS Part 2 Training Dates

Dates for AEPS Part 2 training have been scheduled. This is an in person training that must be completed by all members of the Assessment Team within the first year of their enrollment.

- Friday June 2, 2017 9:00am—4:00pm
 - Thursday August 31, 2017 9:00am—4:00pm
 - Friday November 10, 2017 9:00am—4:00pm
 - Thursday February 8, 2018 9:00am—4:00pm
 - Friday May 4, 2018 9:00am—4:00pm
- Register for trainings [here](#).
<http://fs-aeps-dsp-sc.weebly.com/>
 All AEPS trainings will take place at Peds
 TLC Pediatric Training and Learning Center
 6239 S. East Street Suite A1 Indianapolis,

DSP 102 & 103 Training Dates

Dates for DSP 102 & 103 trainings have been scheduled. These are on-site trainings that must be completed by all providers within the first year of their enrollment. Trainings may be completed on the same day.

- Tuesday April 4, 2017
 - Tuesday May 2, 2017
 - Tuesday June 6, 2017
 - Tuesday July 11, 2017
 - Tuesday August 1, 2017
 - Tuesday September 5, 2017
 - Tuesday October 3, 2017
 - Tuesday November 7, 2017
 - Tuesday December 5, 2017
- Both DSP 102 and DSP 103 are taught on the same day. The provider may choose to take both in one day or take each course on a separate day. DSP 102 is scheduled from 9:00am—noon. DSP 103 is scheduled from 1:00pm—4:00pm
- Register for trainings [here](#).
<http://fs-aeps-dsp-sc.weebly.com/>

SC 102 & 103 Training Dates

Dates for SC 102 & 103 trainings have been scheduled. These are on-site trainings that must be completed by all service coordinators within the first year of their enrollment.

- SC 102 Dates**
- Tuesday April 11, 2017
 - Tuesday July 18, 2017
 - Tuesday October 10, 2017
- SC 103 Dates**
- Tuesday May 9, 2017
 - Tuesday August 8, 2017
 - Tuesday November 14, 2017
- All SC courses will take place at ProKids
 6923 Hillside Ct. Indianapolis, IN 46250.
- SC 102 and 103 is scheduled from
 9:00am—4:00pm
- Register for trainings [here](#).
<http://fs-aeps-dsp-sc.weebly.com/>

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Online First Steps Core Training

First Steps Core Trainings and the orientation trainings DSP 101 and SC 101 are available on the EIKids [website](#). Once you have completed the training video/presentation, you must download and complete the competency assessment that is located below the title of the training.

Please send only your answers to the competency assessment to the First Steps Web at FirstStepsWeb@fssa.IN.gov. A score of 80% or higher is required to pass the assessment. You will receive a confirmation email when your assessment has been graded. The grading process can take up to two weeks to complete. **Please maintain a copy of the email as supporting documentation of completing the training.** You are responsible for maintaining all of your training records.

<http://www.eikids.com/in/matrix/UnifiedTraining.asp>

- FSCT – AEPS Part 1: Understanding and Using the AEPS (.3 points)
- FSCT – The Science of Infant Brain Development (.4 points)
- FSCT – Inclusion in Early Care and Education Training (.3 points)
- FSCT – Providing EI Supports & Services in Natural Environments (.5 points)
- FSCT – Family Centered Approach to Procedural Safeguards (.4 points)
- FSCT – Professional Boundaries and Ethics in Home Visiting (.3 points)
- FSCT – Positive Transitions for Children & Families in Early Intervention (.3 points)
- Direct Service Provider 101 (1.0 points)
- Service Coordination 101 (2.0 points)

Newsletter Make-up Quizzes

Newsletter Archives and make-up quizzes are located on the First Steps State [website](#). As part of your yearly credential, you must pass all newsletter quizzes. When completing a make-up quiz you must download the quiz and send your answers to the First Steps Web at FirstStepsWeb@fssa.IN.gov. A score of 80% or higher is required to pass the quiz. You will receive a confirmation email when your quiz has been graded. The grading process can take up to two weeks to complete.

The November 2016 and January 2017 make-up quizzes may be completed online by following the link in that quarter's newsletter.

Please maintain a copy of the email as supporting documentation of completing the quiz. You are responsible for maintaining all of your newsletter records.

Newsletter Instructions

Please read all newsletter content thoroughly. You will then follow the link on the last page of the newsletter to take the online assessment. You must pass the assessment with a score of 80% or higher. You may take the quiz as many times as necessary to score 80% or higher. **Be sure to click through the quiz until you receive the results of your quiz.** Once you reach the page that displays your score, your score has been recorded.

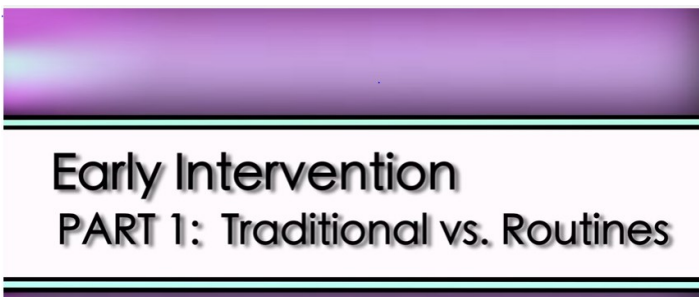
You will receive an email confirmation with the score of your newsletter quiz. You may print/save the page displaying your score. Please keep the page with your score in your records as proof of completion. **You are responsible for maintaining all of your newsletter records.**

Please do not to send a copy of this documentation to the First Steps Web or with your credentialing packet.

Early Intervention: A Routines-Based Approach

While we all know early intervention supports and services are provided in the child and family’s natural environment it is always helpful to see what early interventionists in other parts of the country are doing and how they have shifted from providing services in a clinic setting to the natural environment. Our early intervention colleagues in Virginia have developed a three part video series to discuss not only providing services in the natural environment but how to integrate the family’s normal routine.

As you watch the videos think about ways in which you already integrate a routines-based approach with your families through not only providing services but also through the development of IFSP outcomes and ways in which you could improve this practice.



‘This is the first in a three part series of short videos featuring three current early intervention service providers sharing their insights into providing supports and services using a routines-based approach. Part 1 features an experienced interventionist sharing her personal journey from a clinical approach to one focusing on family routines and activities as the context for effective early intervention.’ <https://youtu.be/OpxGC6G0HMY>



‘This is the second video in a three part series. Part 2 features three early interventionists discussing and demonstrating what intervention looks like when it is provided by collaborating with families during their natural routines and activities.’ https://youtu.be/sL_WOCu3Ptg



‘This is the third video in a three part series. Part 3 features three early interventionists sharing their insights about how they evolved their practices towards a more effective, routines-based intervention approach.’ <https://youtu.be/jA6lOf9A298>

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April 2017 Newsletter Quiz

Follow this link https://iu.co1.qualtrics.com/jfe/form/SV_3aDtmks4huCvQAI to the Newsletter quiz.

Completion of this quiz with a passing score of 80% is required in order to fulfill the newsletter requirement for initial and annual credentialing. You may take the newsletter quiz as many times as needed to pass.

The April 2017 Newsletter Quiz is worth .2 points when completed by **Sunday June 4, 2017**.

Please be sure that you click through to the last page with your quiz results. You will receive an email confirmation of your completion of the newsletter quiz. Your score will be captured electronically, and will be utilized to verify your completion when your credentialing packet is received by Provider Enrollment. It is your responsibility to maintain documentation of completion of newsletters.

You do **not** need to send a copy of this documentation to the First Steps Web or with your credentialing packet.

10/10		100.0%
<p>1. Family Support programs are broadly defined as: 1/1</p> <p><i>Social service programs that provide resources to a whole family</i></p> <p><input checked="" type="checkbox"/> Programs that provide resources to enable parents to successfully support themselves so they can provide a stable, enriching environment for their children</p> <p><i>Programs that assist parents with finding a job to support their family</i></p> <p><i>Counseling programs to help parents deal with family stressors</i></p> <p><i>None of the above</i></p>		
<p>2. For Family support programs to be successful, they must actively engage their participants-namely, parents and must be sensitive to the cultural and ethnic diversity of the target populations they serve. 1/1</p> <p><input checked="" type="checkbox"/> True</p> <p><input type="checkbox"/> False</p>		

