

State Systemic Improvement Plan (2016)

A.1. Develop a process for creating high quality Early Intervention Training Program (EITP) trainings that emphasize evidence-based practices, typical and atypical child development, Child Outcome Process and adult-learning principles.	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
A.1.1. Review existing rubrics to review training curriculum.	X											
A.1.2. Adopt or develop a rubric that can be used to review content and use of adult learning practices.	→	→	→									
A.1.3. Develop system to use review rubric effectively and on a regular basis.		→	→									
A.1.4. Select panel members to use rubric.		→	→									
A.1.5. Train reviewers on rubric selected to ensure fidelity of implementation.			→									
A.1.6. Prioritize training curriculum and apply rubric.			→									
A.2. Develop resource guides to support training curricula	Quarter 1			Quarter 2			Quarter 3			Quarter 3		
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
A.2.1. Prioritize the training curriculum in need of supporting resource guides			→									
A.2.2. Develop or modify topical resource guides ensuring they reinforce strategies for implementation of evidence based practices (EBP).			→									
A.2.3. Advertise widely the availability of resource guides that are linked to specific pieces of curriculum												
A.2.4. Include resource guides as handouts at appropriate EITP trainings												
A.2.5. Share resource guides with families and caregivers using EIC website and newsletters.												
A.2.6. Use resource guides as a support tool through Monitoring and TA activities with CFC and providers.												
A.2.7. Use resource guides when meeting with Innovation Zone partners and ensure their availability through all local partners' websites.												
A.3. Help IZ CFC Managers create leadership teams that will provide ongoing technical assistance	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
A.3.1. Survey CFC managers at 3 pilot zones about their use of Social Emotional (SE) consultant, Local Interagency Council (LIC) and TA roles to support local staff and providers.	▶											
A.3.2. Assist 3 pilot CFC managers to identify existing positions and personnel who work for the CFC for the local leadership teams.	→	→										
A.3.3. Develop support mechanisms to insure parent participation in leadership team activities (e.g., PTIs, EIC, ICDD)	→	→	→									
A.3.4. Identify pilot CFCs' local TA providers that are utilized for support (in and out of EI).	▶											
A.3.5. Designate EI Partners to support the leadership teams.	→	→	X									
A.4. Train and support leadership teams on their utilization of coaching/ mentoring/ professional development strategies (including how to assess effectiveness of offerings and how to utilize available data to inform future professional development opportunities)	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
A.4.1. Create guidelines for leadership team membership and responsibilities.	→	→	→									

→ Ongoing Efforts X Completed Activity ▶ Deferred Activity

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A.4.2. Identify the EITP personnel who have the skills to coach and mentor local leadership teams.		→	X										
A.4.3. Ensure monitoring staff participate in leadership team trainings.	▶												
A.4.4. Develop a training calendar and make available additional resources.	▶												
A.5. Train local early intervention providers on typical infant/toddler development so that they can implement the Child Outcomes process accurately	Quarter 1			Quarter 2			Quarter 3			Quarter 4			
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
A.5.1. Develop a viable training calendar (face to face and online) and make available additional resources				▶									
A.6. Leadership teams offer opportunities for early intervention providers to obtain training, reflective supervision, practice groups, and coaching to effectively implement the Child Outcomes Process and evidence-based intervention practices	Quarter 1			Quarter 2			Quarter 3			Quarter 4			
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
A.6.1. Establish ongoing early interventionists meetings to reflect and to practice how to implement the Child Outcomes Process													
A.6.2. Establish ongoing early interventionists meetings to reflect on their utilization of evidence-based intervention practices.				▶									
A.6.3. Support peer to peer review processes to observe, critique, support and coach.													
A.6.4. Jointly develop a calendar of events with EITP and local CFC offices that reflect needs related to child outcomes, and family centered practices.													
A.6.5. Advertise a local calendar of training events (EI and additional community partners).													
A.7. Develop/ modify materials related to Child Outcomes and intervention materials that reflect recommendations and that are tailored to specific audiences (e.g. families/ caregivers, providers, CFC staff)	Quarter 1			Quarter 2			Quarter 3			Quarter 4			
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
A.7.1. Develop a guidance document that can be used to evaluate existing materials about Child Outcomes and intervention.			→										
A.7.2. Identify a messaging rubric for existing and new materials.			→										
A.7.3. Develop/revise all Child Outcomes materials and tailor messages for providers, stakeholders and families in multiple languages and literacy levels.				▶									
A.7.4. Propose and develop a timeline that determines what Child Outcomes and intervention materials should be provided to families at different points in the system, e.g. intake, transition, etc.				▶									
A.8. Create policy and procedures about Child Outcomes and evidence-based intervention practices.	Quarter 1			Quarter 2			Quarter 3			Quarter 4			
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
A.8.1. Revise existing policies and procedures to clarify expectations and intent of the Child Outcome Process.	→	→	→										
A.8.2. Develop policies and corresponding procedures for the use of evidence-based intervention practices.	▶												
A.8.3. Provide training on the policies and procedures to CFC managers, staff and early interventionists.													
A.8.4. Update all manuals and guidelines and distribute widely.													
A.9. Create and implement policy/procedure to define requirements for “up to 20 hours” of EITP	Quarter 1			Quarter 2			Quarter 3			Quarter 4			
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	

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training	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
A.9.1. Meet to review possible options to meet the legislative intent of the Rule.			→									
A.9.2. Determine the number of hours to be required and topics to be included: Child Outcomes Process, child development, intervention practices, etc.												
A.9.3. Create a menu of training options that includes at least 3 sets of options for providers.			→									
A.9.4. Develop and implement a phase-in plan with specific timelines.				▶								
A.10. Revise payee/provider agreement and supporting documents to include language about new training requirements	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
A.10.1. Clarify payee/provider agreement and include reference to new credential renewal training requirement.				▶								
A.10.2. Widely advertise new language in payee/provider agreement.				▶								
A.10.3. Update all provider supporting documents to include new credential renewal training requirement.				▶								
B.1. Train local early intervention teams on evidence-based intervention (family capacity-building, family engagement, family decision-making, & family centered practices) practices for infants and toddlers with delays or disabilities and their families	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
B.1.1. EITP, Monitoring, and local level leadership teams meet to identify topics for the focus of training, reflective groups, coaching opportunities in each of the IZs.				▶								
B.1.2. EITP/Local level leadership teams create a viable calendar of events.				▶								
B.1.3. EITP/Local level leadership teams make intentional links or connections between EITP training opportunities and local level opportunities.				▶								
B.1.4. CFCs explore opportunities to include other community partners' training and technical assistance events that support EBP into own calendar.				▶								
B.2. Develop/modify materials related to evidence-based intervention practices (family capacity-building, family engagement, family decision-making, & family centered practices) utilizing recommendations for tailoring information to specific audiences (e.g. families/ caregivers, providers, CFC staff)	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
B.2.1. EI Clearinghouse and EI Partners will propose an organizational structure for existing resources and identify additional resources if needed												
B.2.2. Develop a guidance document that can be used to evaluate existing materials about intervention practices												
B.2.3. Form a workgroup to review/develop consistent messages that reflect EBPs for all statewide materials.												
B.2.4. Develop/revise all intervention and public awareness materials and tailor messages for providers, stakeholders and families in multiple languages and formats.												

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