

# Support and Techniques for Empowering People (STEP)

FFY 2012 Part C Annual Performance Report

June 2014

The Office of Special Education Programs (OSEP) monitors states to ensure Part C services are in accordance with the Individuals with Disabilities Education Act (IDEA) 2011 utilizing indicators for which Montana sets targets, collects data, and indicates whether families and children are receiving high quality Part C supports and services.

Montana submits its Annual Performance Report in February to OSEP using data collected annually from the seven regional Part C provider agencies, each provider agency's monitoring completed by the Quality Improvement Specialist for each region, and Child Count (618) data collected each November. Please review STEP's Annual Performance Report for FFY 2012 and the analyzed data within to assist your administration with identifying areas of strength and opportunities for continued growth along with the identification of potential areas for improvement leading to ongoing continuous progress plans for your agency based upon data-driven decision making.

Changes are being made to the monitoring tool to better reflect strengths and areas needing improvement. This tool will be piloted in August 2014. Additional changes being considered include programs submitting a self-assessment and more frequent monitoring of Outcomes data as well as child count numbers in an effort to look at more current data.

Support and Techniques for Empowering People (STEP), under the helm of Executive Director Ann Treece in FFY 2012, serves the counties of Fergus, Petroleum, Judith Basin, Wheatland, Golden Valley, Musselshell, Sweetgrass, Stillwater, Yellowstone, Carbon and Big Horn. Child Count (618) indicates STEP served 59 infants and toddlers on November 15, 2012.

Child Count by Age – November 2012		
Birth to 1	1 to 2	2 to 3
17	14	28

Child Count by Race/Ethnicity – November 2012						
Hispanic/Latino	American Indian or Alaska Native	Asian	Black or African American	Native Hawaiian or Other Pacific Islander	White	Two or more races
2	15	0	0	0	40	2

Gender of Infants and Toddlers, Ages Birth through 2, Receiving Early Intervention Services November 2012	
Male	34
Female	25

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**Indicator 1:** Percent of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner (30 days).

**STEP met the target for FFY 2012.**

Report of Progress – Indicator 1			
Measurable and Rigorous Target FFY 2012		Actual Target Data FFY 2012	
<b>100%</b>		<b>100%</b>	
Raw Data Calculation – Indicator 1			
Total child records reviewed.	Children with IFSPs receiving early intervention services in a timely manner.	Children with IFSPs not receiving early intervention services in a timely manner due to documented exceptional family circumstances.	Children not receiving timely service delivery for reason other than documented exceptional family circumstances.
24	20	4*	0
*Exceptional family circumstances: no contact with family (documentation provided) after IFSP was signed; family moved out of state after IFSP was signed; child was hospitalized out of state and next meeting date was 44 days after IFSP was signed; and no contact with foster family (documentation provided) after IFSP was signed and they were relocated 63 days after IFSP was signed.			

**Indicator 2:** Percent of infants and toddlers with IFSPs who primarily receive early intervention service in the home or community-based settings.

**STEP met and exceeded the target for FFY 2012.**

Report of Progress – Indicator 2				
Measurable and Rigorous Target for FFY 2012			Actual Target Data for FFY 2012	
<b>95%</b>			<b>97%</b>	
Raw Data Calculation – Indicator 2				
Infants and toddlers with IFSPs receiving services in the home.	Infants and toddlers with IFSPs receiving services in community-based settings.	Infants and toddlers with IFSPs receiving services in other settings.	Total infants and toddlers with IFSPs reported.	Percent of infants and toddlers with IFSPs receiving services in the home or community-based settings.
57	0	2	59	97%

**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.

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## STEP Targets not met:

- Indicator 3A, Statement 1
- Indicator 3A, Statement 2
- Indicator 3B, Statement 1
- Indicator 3B, Statement 2
- Indicator 3C, Statement 1
- Indicator 3C, Statement 2

Report of Progress – Indicator 3, Outcome A											
Positive social-emotional skills (including social relationships)											
				Measurable and Rigorous Target for FFY 2012				Actual Target Data for FFY 2012			
1. Of those children who entered or exited the program below age expectations in Outcome A, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program.				59%				56% (-3%) <b>STEP did not meet the target for FFY 2012.</b>			
2. The percent of children who were functioning within age expectations in Outcome A by the time they turned 3 years of age or exited the program.				53%				35% (-18%) <b>STEP did not meet the target for FFY 2012.</b>			
Raw Data Calculation – Indicator 3A											
a. Percent of infants and toddlers who did not improve functioning.		b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers.		c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it.		d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers.		e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers.		Total	
0	0	15	44%	7	21%	12	35%	0	0%	N=34	100%
Report of Progress – Indicator 3, Outcome B											
Acquisition and use of knowledge and skills (including early language/communication)											
				Measurable and Rigorous Target for FFY 2012				Actual Target Data for FFY 2012			
1. Of those children who				61%				55% (-6%)			

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entered or exited the program below age expectations in Outcome B, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program.		<b>STEP did not meet the target for FFY 2012.</b>									
2. The percent of children who were functioning within age expectations in Outcome B by the time they turned 3 years of age or exited the program.	<b>44%</b>	<b>38% (-6%) STEP did not meet the target for FFY 2012.</b>									
<b>Raw Data Calculation – Indicator 3A</b>											
<b>a. Percent of infants and toddlers who did not improve functioning.</b>	<b>b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers.</b>	<b>c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it.</b>	<b>d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers.</b>	<b>e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers.</b>	<b>Total</b>						
<b>0</b>	<b>0</b>	<b>14</b>	<b>41%</b>	<b>7</b>	<b>22%</b>	<b>10</b>	<b>29%</b>	<b>3</b>	<b>8%</b>	<b>N=34</b>	<b>100%</b>

<b>Report of Progress – Indicator 3, Outcome C Use of appropriate behaviors to meet their needs.</b>		
	Measurable and Rigorous Target for FFY 2012	Actual Target Data for FFY 2012
1. Of those children who entered or exited the program below age expectations in Outcome C, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program.	<b>67%</b>	<b>50% (-17%) STEP did not meet the target for FFY 2012.</b>
2. The percent of children who were functioning within age expectations in Outcome C by the time they turned 3 years of	<b>52%</b>	<b>35% (-17%) STEP did not meet the target for FFY 2012.</b>

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age or exited the program.											
Raw Data Calculation – Indicator 3A											
a. Percent of infants and toddlers who did not improve functioning.		b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers.		c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it.		d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers.		e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers.		Total	
0	0	15	44%	7	21%	8	23%	4	12%	N=34	100%

**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.

**STEP met targets for FFY 2012.**

Report of Progress – Indicator 4			
		Measurable and Rigorous Target for FFY 2012	Actual Target Data for FFY 2012
<b>Indicator 4A:</b> Percent of families who report that early intervention services have helped the family know their rights		<b>93%</b>	<b>96%</b>
<b>Indicator 4B:</b> Percent of families who report that early intervention services have helped the family effectively communicate their children’s needs.		<b>93%</b>	<b>96%</b>
<b>Indicator 4C:</b> Percent of families who report that early intervention services have helped the family help their children develop and learn.		<b>88%</b>	<b>92%</b>
Raw Data Calculation – Indicator 4			
Total surveys received.	Total families reporting	Total families reporting	Total families reporting

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87/122	that early intervention services have helped their family know their rights.	that early intervention services have helped their family communicate their children's needs.	that early intervention services have helped their family help their children develop and learn.			
87	84/87	96%	84/87	96%	80/87	92%

**Indicator 5:** Percent of infants and toddlers birth to 1 with IFSPs compared to national data.

**STEP did not meet the target for FFY 2012.**

Report of Progress – Indicator 5		
Measurable and Rigorous Target FFY 2012	Actual Target Data FFY 2012	
<b>1.39%</b>	<b>Number: 17</b>	<b>1.35% (-.06%) STEP did not meet the target for FFY 2012.</b>
<b>Measurement</b> <b># 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</b> <b><math>17/1262 * 100 = 1.35\%</math></b>		

**Indicator 6:** Percent of infants and toddlers birth to 3 with IFSPs compared to national data.

**STEP did not meet the target for FFY 2012.**

Report of Progress – Indicator 6		
Measureable and Rigorous Target FFY 2012	Actual Target Data FFY 2012	
<b>2.14%</b>	<b>Number: 59</b>	<b>1.51% (-.63%) STEP did not meet the target for FFY 2012.</b>
<b>Measurement</b> <b># 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</b> <b><math>59/3913 * 100 = 1.51\%</math></b>		

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

**STEP met the target for FFY 2012.**

Report of Progress – Indicator 7		
Measurable and Rigorous Target FFY 2012	Actual Target Data FFY 2012	
100%	Number: 10	100%
<b>Measurement</b> <b># of eligible infants and toddlers with IFSPs for whom an initial evaluation and initial assessment and an initial IFSP meeting were conducted within Part C's 45-day timeline divided by the number of eligible infants and toddlers evaluated and assessed for whom an initial IFSP was required to be</b>		

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<b>conducted times 100.</b>				
<b>*Account for untimely evaluations, assessments and initial IFSP meetings, including the reasons for delays.</b>				
<b>A.</b>	<b>B.</b>	<b>C.</b>	<b>D.</b>	<b>E.</b>
Total child records reviewed.	Children with timely evaluation, assessment, and initial IFSP.	Children with evaluation, assessment, and initial IFSP completed more than 45 days from the child's referral, with documented exceptional family circumstances that caused the delay.	Percent of children with timely evaluation and assessment and initial IFSP or there is a documented exceptional family circumstance that caused the delay in the completion of the evaluation and assessment and initial IFSP.	Children whose evaluation and assessment and initial IFSP were held more than 45 days from the date of the referral for reasons other than documented exceptional family circumstances.
10	8	2*	100%	0
*One child was hospitalized out of state for 44 days and one family moved out of state.				

**Indicator 8:** Percentage of toddlers with disabilities exiting Part C with timely transition planning for whom the Lead Agency has:

- A. Developed an IFSP with transition steps and services at least 90 days, and at the discretion of all parties, not more than nine months, prior to the toddlers third birthday;
- B. Notified (consistent with any opt-out policy adopted by the State) the SEA and the LEA where the toddler resides at least 90 days prior to the toddler's third birthday for toddlers potentially eligible for Part B preschool services; and
- C. Conducted the transition conference held with the approval of the family at least 90 days, and at the discretion of all parties, not more than nine months, and prior to the toddler's third birthday for toddlers potentially eligible for Part B preschool services.

**STEP met all targets for FFY 2012.**

Report of Progress – Indicator 8		
	Measurable and Rigorous Target FFY 2012	Actual Target Data FFY 2012
<b>Indicator 8A:</b> IFSPs with transition steps and services	<b>100%</b>	<b>100%</b>
<b>Indicator 8B:</b> Notification to the LEA if the child is potentially eligible.	<b>100%</b>	<b>100%</b>
<b>Indicator 8C:</b> Timely transition conference.	<b>100%</b>	<b>100%</b>
<b>Measurement 8A: # of toddlers with disabilities exiting Part C who have an IFSP with transition steps</b>		

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<p><b>and services at least 90 day, and at the discretion of all parties not more than nine months, prior to their third birthday divided by the # of toddlers with disabilities exiting Part C times 100.</b></p> <p style="text-align: center;"><b><math>9/9 * 100 = 100\%</math></b></p>				
<b>Raw Data Calculation – Indicator 8A</b>				
<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	
Total child records reviewed.	Children with transition steps and services to support the child's transition.	Children with transition plans that do not include steps and services to support the child's transition.	Percent of children with transition plans including steps and services.	
9	9/9	0	100%	
<p><b>Measurement 8B: # of toddlers with disabilities exiting Part C where notification (consistent with any opt-out policy adopted by the State) to the SEA and LEA occurred at least 90 days prior to their third birthday for toddlers potentially eligible for Part B preschool services divided by the # of toddlers with disabilities exiting Part C who were potentially eligible for Part B times 100.</b></p> <p style="text-align: center;"><b><math>8/8 * 100 = 100\%</math></b></p>				
<b>Raw Data Calculation – Indicator 8B</b>				
<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>
Total child records reviewed.	Children whose families opted out of notification.	Children with notification to the LEA.	Children for whom the LEA was not notified (excluding children whose families opted out of notification).	Percent of children with notification to the LEA.
9	1	8	0	100%
<p><b>Measurement 8C: # of toddlers with disabilities exiting Part C where the transition conference occurred at least 90 day, and at the discretion of all parties not more than nine months prior to the toddler's third birthday for toddlers potentially eligible for Part B divided by the # of toddlers with disabilities exiting Part C who were potentially eligible for Part B times 100.</b></p> <p style="text-align: center;"><b><math>7/7 * 100 = 100\%</math></b></p>				
<b>Raw Data Calculation = Indicator 8C</b>				
<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>
Total child records reviewed.	Children for whom the family did not provide approval to conduct the transition conference due to exceptional family circumstances.	Total child records reviewed less the children for whom the family did not provide approval to conduct the transition and the transition conference was not held due to exceptional family circumstances.	Children with timely transition conference.	Percent of children with timely transition conference if child potentially eligible for Part B.

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9	2*	7	7	100%
Exceptional family circumstance: Two families were unable to be contacted for the transition conference (documentation provided).				

**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.

**Noncompliance issues were not found with STEP through any monitoring processes; therefore, this indicator does not apply.**

**Indicator 12:** Percent of hearing request that went to resolution session that were resolved through resolution session settlement agreements (applicable if Part B due process procedures are adopted).

**This indicator is not applicable to Montana as the Part B due process procedures have not been adopted.**

**Indicator 13:** Percent of mediations held that resulted in mediation agreements.

**STEP did not have any requests for mediation for FFY 2012, which follows the trend from previous APRs.**

**Indicator 14:** State reported data (618 and State Performance Plan and Annual Performance Report) are timely and accurate.

**STEP reported in a timely manner and accurately for the 618 data and APR.**