



Puerto Rico Part C APR

FFY 2011-2012

Part C State Annual Performance Report (APR) for FFY 2011**Overview of the Annual Performance Report Development:**

Puerto Rico Department of Health (PRDH) gathered and analyzed data for the development of FFY 2011 APR using PRDH staff with content, data analysis and program evaluation expertise. The APR draft, along with actual data, targets and activities, was presented to the SPP/APR Steering Committee comprised of members of the Interagency Coordinating Council, including parents, Department of Education, Early Head Start/Head Start Programs, Department of the Family, University Center of Excellence in Developmental Disabilities, and Parent Information and Training Center representatives, among others on February 7, 2013. The SPP/APR Steering Committee assisted the PRDH in examining data, as well as FFY 2012 and FFY 2013 targets and activities. This Committee provided input and recommendations for improvement.

In the determination letter submitted by OSEP on July 1, 2012, Puerto Rico was notified that the Department of Education had determined that, under IDEA sections 616(d)(2)(A)(i) and 642, Puerto Rico Meets the Requirements of Part C of IDEA. Puerto Rico provides valid and reliable FFY 2011 data reflecting the measurement for each indicator and reported high levels of compliance or correction of previously identified findings of noncompliance for Indicators 1, 7, 8A, 8B, 8C, 9 in FFY 2011 APR and revised SPP for each year through FFY 2012.

Puerto Rico receives TA from SERRC and ECO center in FFY 2011 focused on Indicator 3 in order to improve the child outcomes.

Puerto Rico will make its FFY 2011 APR available through public means, including posting on the website Puerto Rico Department of Health and distribution through public agencies, including the Puerto Rico Department of Education, Early Head Start/Head Start Programs, Department of the Family, Office of the Ombudsman for Persons with Disabilities, Developmental Disabilities Council, University Center of Excellence in Developmental Disabilities, and the Parents Training Center. Puerto Rico Annual Performance Report will be available in English and Spanish. A detailed document with the results on Indicators one (1) through eight (8) by Early Intervention Program (EIP) compared to overall Puerto Rico performance will be developed in Spanish and posted on the Department of Health website (*Public Reporting for FFY 2011*): <http://www.salud.gov.pr/Pages/PartCState.aspx>

Part C State Annual Performance Report (APR) for FFY 2011

Overview of the Annual Performance Report Development: (Please refer to page 1)

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: Measurable: 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 2010	Actual Target Data for 2011
2011	100 %	97.1 %	97.0 %

Methodology for records selection:

The actual target data were derived from Self-assessments completed by Supervisor of Pediatric Centers and on-site monitoring visits by the Evaluator of the Supervision and Monitoring Unit (SUM) between May 1, 2012 and June 30, 2012. These data are obtained from randomly selected child records from all (7) seven EIS programs. Three (3) programs that received the on-site monitoring visit were also in noncompliance during FFY 2010. Indicator 1 data from the remaining four (4) EIS programs that did not have findings of noncompliance were collected by self assessment. Records were randomly selected from a list of children with new early intervention services in their initial IFSP, IFSP six (6) months review or annual revisions from November 1, 2011 through March 30, 2012. This timeline is representative of our program for the reporting period and represents the population served. The report was disaggregated by region and sent to the appropriate EIS Supervisor. The Supervisor of EIS program compared the data from list (child name, IFSP date, service dates, calculation of days from the IFSP date and the initiation of service) with service billing data and/or provider service contact quarterly notes.

Data collected represent the initiation of new early intervention services from initial IFSPs and subsequent IFSPs from November 1, 2011 through March 30, 2012. The criteria for receipt of timely services are 30 calendar days from the date the family consented to the service; or the IFSP initiation date (established by the IFSP Team, including the parent). Documented exceptional family circumstances that prevented the timely delivery of early intervention services are included in the numerator and denominator for calculating actual target data. Prior to determining noncompliance, the Evaluator of the SMU conducted child-specific review of IFSP documentation and billing data to verify that the EIS program report produced valid data for reporting for this indicator.

Discussion of actual data for FFY 2011

Actual Data for FFY 2011: Percentage of infants and toddlers with IFSP's received the early intervention on their IFSP's in a timely manner.

A. TOTAL CHILD RECORDS REVIEWED (REPRESENTS CHILDREN FROM ALL 7 EIS PROGRAMS)	238
B. Children with IFSPs receiving early intervention services in a timely manner.	218
C. Children with IFSPs not receiving early intervention services in a timely manner due to documented exceptional family circumstances.	13
D. Children not receiving timely service delivery for reasons other than documented exceptional family circumstances. (A-B-C-D=E)	7
E. Percent of children with IFSPs who received early intervention services on their IFSPs in a timely manner or there was a documented exceptional family circumstance or established by the IFSP team that prevented timely service delivery. (B+C)/A X100	(218+13/238) x100= 97%

As a result of the new findings of non compliance on data for FFY 2011, the Part C Coordinator and the Evaluator of the SMU developed an informational memo regarding the provision of services in a timely manner and the requirement to meet the compliance with Indicators. Also, the SMU retrained the Administrators, Supervisors, and Corporation Directors on the importance of providing services in a timely manner. In the training, they had the opportunity to identify communication barriers between providers and services coordinators and the appropriate scheduling of processes to prevent untimely services.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2011 – 2012:

Discussion of Improvement Activities Completed:

1. Continue to measure timely service delivery through monitoring visits and self-assessments (including child record review). Local EIS Programs that are not in compliance with services being provided in a timely manner will be required to develop an action plan to ensure compliance is reached as soon as possible, but no later than within one year of identification. The Lead Agency will verify compliance from updated data from self-assessments, onsite monitoring visits and documentation on monthly report from providers to determine and utilize sanctions and enforcement actions if compliance is not reached within one year of identification. If compliance is not completed within one year sanctions will be implemented.
2. Trainings for programs with non-compliance will be provided focusing on the importance of providing services in a timely manner and identifying communication barriers between providers and services coordinators and the appropriate scheduling of processes to prevent untimely services.
3. Monthly meetings were held between APNI Project Coordinator and SPOEE supervisors, to emphasize the importance of documenting the date of initiation of services by service coordinators in their quarterly reports, as a way to assure timely delivery of services. Memos highlighting the importance of maintaining good communication with families and service providers were sent to non-compliant service coordinators to assure timely provision of services.
4. Service coordinators were oriented by SPOEE supervisors on the importance of collecting information from families about the reasons for cancellations and no shows, in order to ensure that the families' absenteeism are not influenced by administrative issues.

5. The programs’ administrators enforced the monthly submission of providers’ report on child services and progress along with the monthly bill as included in their contracts with PRDH. Providers have been re-oriented on best practice of rendering monthly bills in order to prevent payment delays. The early intervention initiation date is obtained from progress reports to determine compliance with timely services indicator requirement.
6. Providers and EIS programs’ administrators have been oriented on their responsibilities to closely manage contracts’ top amounts by notifying the Fiscal office about the proximity of using contracts’ top at least three months in advance before they spend the budgeted amount.
7. Promptly schedule the initial service delivery within 30 days. Some of the programs that have maintained 100% compliance with Indicator I have established that services began within 3-7 days from the IFSP service date, as a strategy to comply with timely service provision.
8. Service providers continue visiting the programs weekly in order to receive the IFSP sooner and assure the timely provision of services.
9. Acknowledgement with a Gold certificate to programs that have maintained 100 % compliance with the timely services.

Explanation of Progress or Slippage that occurred for 2011:

Puerto Rico did not meet the 100% target compliance for Indicator 1. The percent of infants and toddlers who received early intervention services on their initial and subsequent IFSP in a timely manner was maintained at 97% in FFY 2011. The slippage occurred in 4 of the 7 EISs programs. Reasons impacting performance were: a) insufficient documentation of services provided by service coordinators; b) families are not at home when service provider arrives; c) poor communication between service coordinators and providers, resulting in delay in services. For the programs with ongoing repeated findings of noncompliance, the SMU is making quarterly visits to ensure and report that programs have corrected each individual case of noncompliance and are correctly implementing the specific regulatory requirements in 34 CFR §§303.148(b)(4) and 303.344(h) and 20 U.S.C. 1436(a)(3) ; and in §303.148(b)(1); and 34 CFR §303.148(b)(2)(i) (as modified by IDEA section 637(a)(9)(A)(ii)(II)).

These data will be included in the FFY 2012 APR to be submitted by February, 2014.

Correction of FFY 2010 Findings of Noncompliance (if State reported less than 100% compliance):

1. Number of findings of noncompliance the State made during FFY 2010 (the period from July 1, 2010, through June 30, 2011).	5
2. Number of FFY 2010 findings the State verified as timely corrected (verified as corrected within one year from the date of notification to the EIS program of the finding).	5
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

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for 2012 (2012-2013):

Activity	Timelines	Resources	Justification
Revise the contract language to incorporate sanctions when providers do not comply with the timely provision of services or do not submit monthly reports. If timeliness of services is not fulfilled, a reduction or elimination of the service fee for the service will occur.	June 2013 to September 2013	SMU staff; Pediatric Centers Administrators; Part C Coordinator; SERRC	Need to enforce the timely services and the submission of service monthly reports by all providers. To ensure the ongoing implementation of corrective measure to prevent untimely services.
Supervision Monitoring Unit (SMU) will revise and modify the service coordinator’s quarterly report on digital format. If untimely services are identified by SMU, Part C Coordinator will refer the finding to the contractor for corrective measures.	May 2013	SMU staff	For the prompt identification of untimely services by providers on a monthly basis.
Provide orientation to Medical Director and Administrator on the importance of monthly submission of providers’ report on child services and progress.	February- June 2013	Technical Assistance Unit staff, Part C Coordinator and CSHCN Administrator	Continued strategy to address noncompliance with this Indicator.
Assessment and sharing of strategies implemented by programs that achieved the 100% compliance during monthly meetings with Director, Administrator and SPOEE Supervisors.	Ongoing	Part C Coordinator, Regional Pediatric Centers Directors and Administrators, SPOEE SMU staff.	To ensure that the child receives services in a timely manner.
Develop and implement a providers’ bill checklist signed by Administrator of Pediatric Centers.	Ongoing	PRDOH, Finance Office, Regional Pediatric Centers Directors and Administrators, SMU staff.	To minimize errors and incomplete information in providers monthly bills. This strategy is expected to reduce the delayed payments and provider’s renounce.

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Overview of the Annual Performance Report Development: (Please refer to page 1)

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: [# 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	Target	Measurement and Data source:	Actual Data FFY 2011
2011	99.7%	<p>Measurement: 4,883 children out of 4,883 received services at home or in community-based settings.</p> <p>Data source: Data collected on FFY 2011 Table 2 of Information Collection 1820-0578 (Report of Program Settings Where Early Intervention Services are provided to Children with Disabilities and their Families in Accordance with Part C).</p>	<p>Explanation of numbers from Section 618 report:</p> <p>4, 133 children served at home 750 children served in community-based settings</p> <hr/> <p>4, 833 total served at home or in community-based settings (4,833/4,833 x 100= 100%)</p> <p>Percentage: 100%</p>

PERCENT OF INFANTS AND TODDLERS WITH IFSPS WHO PRIMARILY RECEIVE EARLY INTERVENTION SERVICES IN THE HOME OR PROGRAMS FOR TYPICALLY DEVELOPING CHILDREN

Table 2.1 Source: Child Counts FFYs 2005, 2006, 2007, 2008, 2009, 2010 & 2011

Setting	2005	2006	2007	2008	2009	2010	2011
Home	87.5% (n=3,414)	89.9% (n=3,833)	87.5% (n=4,165)	85.1% (n=4,118)	85.4% (n=4,217)	82.6% (n=4,297)	84.6% (n=4133)
Typically Developing Children	12.2% (n=475)	9.8% (n=418)	12.4% (n=590)	14.8% (n=718)	14.5% (n=715)	17.3% (n=901)	15.4% (n=750)
Other	0.3% (n=11)	0.3% (n=11)	0.1% (n=7)	0.1% (n=2)	0.1% (n=8)	0.1% (n=6)	0% (n=0)

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2011 (2011-2012):

Activities completed:

Avanzando Juntos Central Office examines 618 data bi-annually to identify common errors and duplicates within and between EIS programs. This activity allows for validation and verification of data in an ongoing basis. IFSPs are also monitored for appropriate justification if the services are not provided in natural environments because the child’s goals are not being achieved satisfactorily in the home or community setting, to assure compliance with 34 CFR §§303.12, 303.18, and 303.344(d)(1)(ii).

Explanation of Progress or Slippage:

Puerto Rico’s percentage of EIS services provided in natural environments achieved 100% target.

Puerto Rico early intervention system of services assures that family rights are respected when the team decides that services are not going to be provided in natural environments. Service coordinators provide orientation to parents that services may be provided at Pediatric Centers for a limited time considering particular family circumstances and needs of the child. However, family is oriented that as soon as family circumstances are resolved, services must be restored to the natural environment of the child and family, unless the family provides an alternate location for service delivery in natural environments, for example, a relative’s home or a community center facility.

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2012 (2012-2013):

Activity	Timelines	Resources	Justification
Re-training SPOEE supervisor and data entry in the settings categories (Table 2 <i>Child Count</i>) Part C.	Ongoing	SPOEE Supervisors, Part C Coordinator, SMU and APNI Project Coordinator	Assure services in the natural environments are correctly categorized.

Part C State Annual Performance Report (APR) for FFY 2011

Overview of the Annual Performance Report Development: (Please refer to page 1)

Monitoring Priority: Early Intervention Services In Natural Environments**Indicator C3:** 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.

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

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 2009-2010 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.

Target Data and Actual Target Data for FFY 2011:

Targets and Actual Data for Part C Children Exiting in FFY 2011 (2011-12)

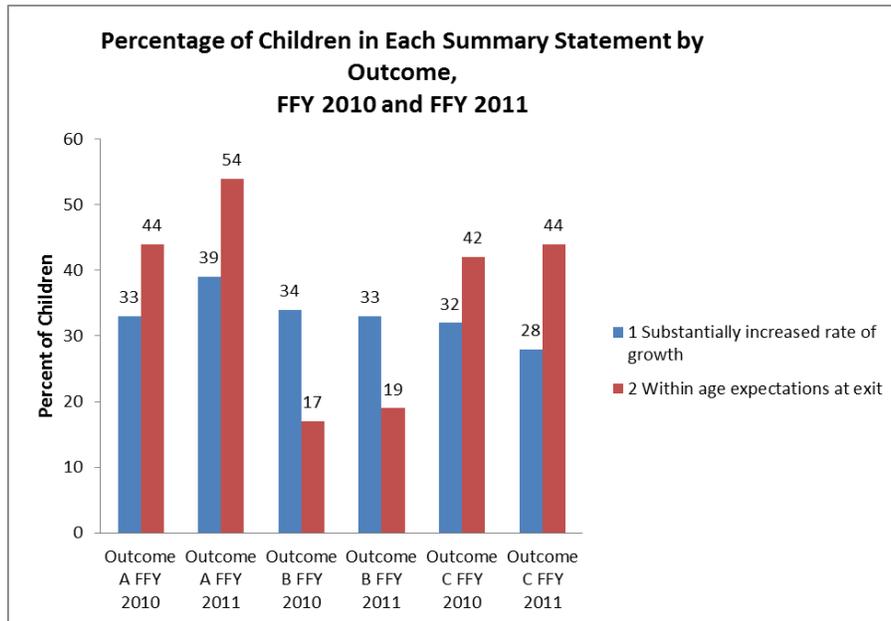
Summary Statements	Actual FFY 2010 (% and # children)	Actual FFY 2011 (% and # children)	Target FFY 2011 (% of children)
Outcome A: Positive social-emotional skills (including social relationships)			
1. Of those children who entered or exited the program below age expectations in Outcome A, the percent who substantially increased their rate of growth by the time they exited the program. Formula: $c+d/a+b+c+d$	33.3% (n=114)	39.4% (n= 624)	54.5%
2. The percent of children who were functioning within age expectations in Outcome A by the time they exited the program. Formula: $d+e/a+b+c+d+e$	43.8% (n=151)	53.9% (n= 958)	68.5%
Outcome B: Acquisition and use of knowledge and skills (including early language/communication and early literacy)			
1 Of those children who entered or exited the program below age expectations in Outcome B, the percent who substantially increased their rate of growth by the time they exited the program. Formula: $c+d/a+b+c+d$	33.6% (n=143)	32.5% (n= 297)	48.7%
2. The percent of children who were functioning within age expectations in Outcome B by the time they exited the program. Formula: $d+e/a+b+c+d+e$	16.6% (n=151)	18.7% (n= 958)	33.7%

Outcome C: Use of appropriate behaviors to meet their needs			
<p>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 exited the program. Formula: $c+d/a+b+c+d$</p>	<p>32.4% (n=108)</p>	<p>28.3% (n= 185)</p>	<p>40.4%</p>
<p>2. The percent of children who were functioning within age expectations in Outcome C by the time they exited the program. Formula: $d+e/a+b+c+d+e$</p>	<p>41.7% (n=151)</p>	<p>43.9% (n= 958)</p>	<p>51.1%</p>

Progress Data for Part C Children FFY 2011

A. Positive social-emotional skills (including social relationships):	Number of children	% of children
a. Percent of children who did not improve functioning	17	1.8%
b. Percent of children who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers	361	37.6%
c. Percent of children who improved functioning to a level nearer to same-aged peers but did not reach	64	6.7%
d. Percent of children who improved functioning to reach a level comparable to same-aged peers	182	19.0%
e. Percent of children who maintained functioning at a level comparable to same-aged peers	334	34.9%
Total	N= 958	100%
B. Acquisition and use of knowledge and skills (including early language/communication and early literacy):	Number of children	% of children
a. Percent of children who did not improve functioning	26	2.7%
b. Percent of children who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers	592	61.8%
c. Percent of children who improved functioning to a level nearer to same-aged peers but did not reach	161	16.8%
d. Percent of children who improved functioning to reach a level comparable to same-aged peers	136	14.2%
e. Percent of children who maintained functioning at a level comparable to same-aged peers	43	4.5%
Total	N= 958	100%
C. Use of appropriate behaviors to meet their needs:	Number of children	% of children
a. Percent of children who did not improve functioning	23	2.4%
b. Percent of children who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers	445	46.5%
c. Percent of children who improved functioning to a level nearer to same-aged peers but did not reach	69	7.2%
d. Percent of children who improved functioning to reach a level comparable to same-aged peers	116	12.1%
e. Percent of children who maintained functioning at a level comparable to same-aged peers	305	31.8%
Total	N= 958	100%

Discussion of Summary Statements and a-e Progress Data for FFY 2011:



The average percentage of children reported in Summary Statement 1, children who showed greater than expected growth, ranged from 39% for Outcome A (social relationships) to 28% for Outcome C (action to meet needs), as compared to 33% for Outcome A to 32% for Outcome C for FFY 2010.

The lowest percentage of children who showed greater than expected growth was in Outcome C (action to meet needs, 28%) while the lowest percentage of children exiting within age expectations was in Outcome B (knowledge and skills, 19%) for FFY 2011.

For FFY 2010, the lowest percentage of children who showed greater than expected growth was in Outcome C (action to meet needs, 32%) while the lowest percentage of children exiting within age expectations was in Outcome B (knowledge and skills, 17%).

Data analysis shows lowest percentages of children who showed greater than expected growth in Outcome C for both FFYs. Actual data shows a decrease of 4 % in Outcome C (32% to 28%, from FFYs 2010 to 2011, respectively). Also, data analysis shows lowest percentages of children exiting within age expectations in Outcome B for both FFYs. In spite of this, actual data shows an increase of 2% in Outcome B (17% to 19%, for FFYs 2010 to 2011 respectively).

The highest percentage of children who showed greater than expected growth was in Outcome A (social relationships, 39%) while the highest percentage of children exiting within age expectations was in Outcome A (social relationships, 54%) for FFY 2011.

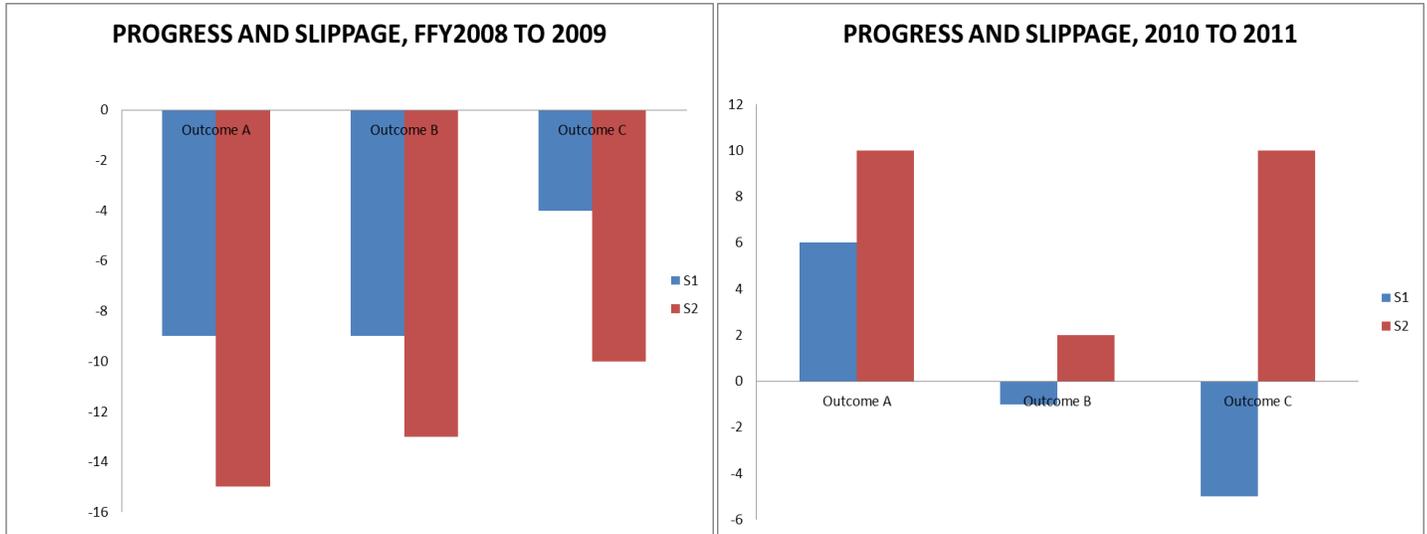
For FFY 2010, the highest percentage of children who showed greater than expected growth was in Outcome B (knowledge and skills, 34%) while the highest percentage of children exiting within age expectations was in Outcome A (social relationships, 44%).

Data analysis shows highest percentages of children who showed greater than expected growth in Outcome A for 2011 and in Outcome B for 2010. Outcome A data shows an increase of 6% from FFY 2010 to 2011. While Outcome B data shows one point decrease percentage. Data analysis shows the highest percentage of children exiting within age expectations in Outcome A for both FFYs. It's important to highlight that an increase of 10% is observed from FFY 2010 to FFY 2011.

The numbers and patterns were consistent with last year's. Outcome A reflects an increase in the percentage for the two summary statements in both FFYs.

- Compare this year’s actual summary statement data to the summary statement targets and discuss whether or not targets were met.

Puerto Rico did not meet its targets for Summary Statements 1 and 2 and showed improvement in Outcome A. Puerto Rico has analyzed data for the past years; as a result the Commonwealth is making changes to targets, so we can set realistic goals to assist PR in moving forward.



- Discuss the number of children in the data set and the number/percentage of children missing in the outcomes data. Describe how you calculate the missing data.

The seven (7) EIS programs in Puerto Rico were included for data collection to evaluate the outcomes for Indicator 3. A total of 958 children from the seven (7) EIS programs were included from all exiting children using the inclusion and exclusion criteria. In order to reduce missing data the SMU is using the following:

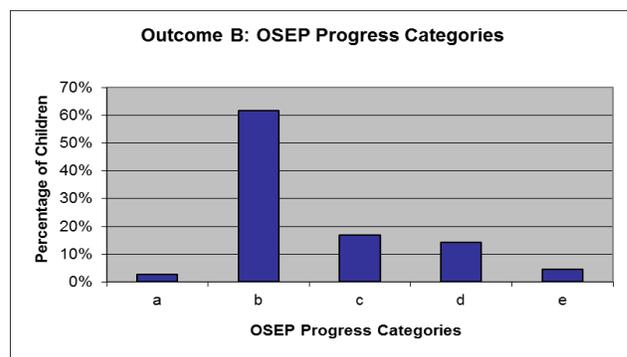
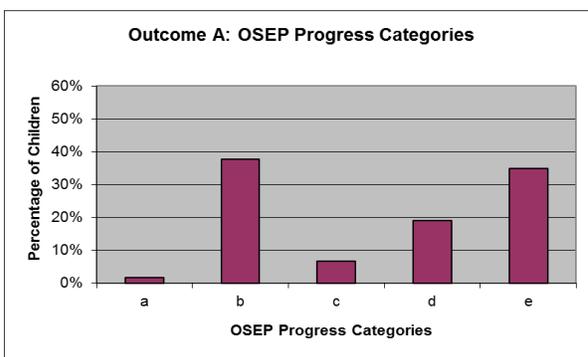
A. Inclusion criteria:

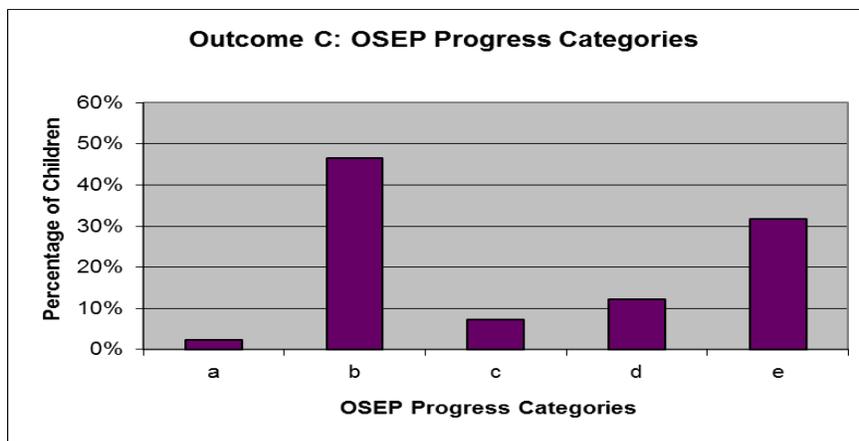
- Children exiting Part C during FFY 2011 (July 1, 2011- June 30, 2012).
- Children with entry and exiting COSF.
- Children with at least six (6) months of services.

B. Exclusion criteria:

- Children with services for less than six months.
- Children with missing entry or exit dates.
- Children with no information about child’s progress at exit (More than six months but less than one year services).

- Discuss the a-e progress data with regard to patterns in the data and how they compare to what you would expect. Is the state’s percentage in ‘a’ higher than you would expect? Is the State’s percentage in ‘b’, ‘c’, ‘d’, or ‘e’ lower or higher than you would expect?





For all the progress categories, there was a wide range of percentages reported by EIS programs. Actual data shows that by far the lowest percentages were reported in progress category ‘a’ (ranging from 2% to 3%) by category ‘c’ (7% to 17%), and category ‘d’ (12% to 19%). For progress category ‘b,’ the percentage is higher for Outcome B (knowledge and skills) and C (action to meet needs), ranging from 47% to 62%. For progress category ‘e,’ the percentage is higher for Outcome A (social relationships) and C (action to meet needs), but lower for Outcomes B (knowledge and skills), ranging from 5% to 35%. The numbers and patterns were consistent with last year’s.

In FFY 2010, progress category ‘a’ showed the lowest percentage (ranging from 7% to 10%) and actual data shows a lower percentage. The percentages reported for progress categories ‘c’ and ‘d’ were consistent with actual data (ranging from 6% to 21% and 11% to 19%, respectively). Puerto Rico maintained for progress category ‘b,’ the higher percentage for the three Outcomes (53% (B) and 42% for A and C, respectively). For progress category ‘e,’ the percentage is higher for Outcomes A and C (25% and 28%, respectively), and 5% in Outcome B for both FFYs.

The Commonwealth expected high percentages in progress category ‘b’ as occurred because the evaluation determination process is rigorous allowing the identification of children with severe disabilities. The children made progress but have not moved closer to functioning like same aged peers. Routine-based interventions, evidence-based model has resulted in a small number of children in category ‘a’. In order to move children served forward to progress categories ‘c’-‘e’, the Commonwealth will implement a series of improvement activities focused on professional development to improve quality of services and ultimately child outcomes.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2011¹:

Discussion of improvement activities may include:

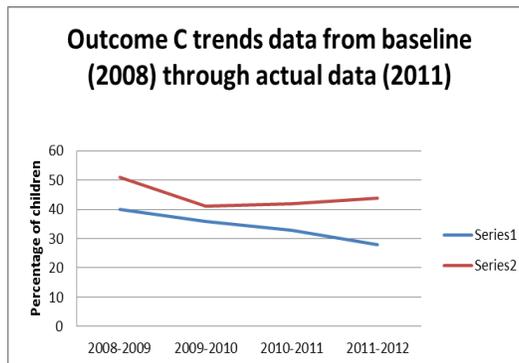
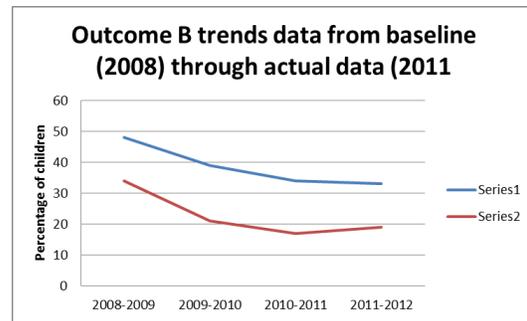
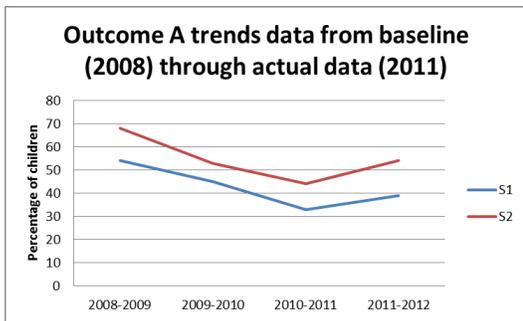
Improve Data Quality	Improve Child Outcomes
<ul style="list-style-type: none"> ○ The SMU reviewed inclusion and exclusion criteria in order to have representative data on outcome progress of the population of children served and reduction of missing data. ○ Support the use of functional assessments 	<ul style="list-style-type: none"> ○ Trainings for providers island wide were conducted by ECO center and SERRC staff on child outcomes data collection and reporting and in the area of typical child development.

¹ In an effort to reduce reporting burden, in the FFY 2011 APR, States: 1) Are not required to provide an explanation of: a) progress; b) no change in actual target data from the data for FFY 2010; or c) slippage if the State meets its target. 2) Are not required to discuss improvement activities for: a) compliance indicators where the State reports 100% compliance for FFY 2011; and b) results indicators where the State has met its FFY 2011 target. 3) May provide one set of improvement activities for the entire APR as long as the Improvement Activities are indexed back to reference the relevant indicators.

<p>(HELP) to obtain child indicator ratings.</p> <ul style="list-style-type: none"> Developed procedures for the child outcomes measurement system. Obtained technical assistance from ECO center and SERRC staff for provider’s island wide to address data quality assurance in measuring the child outcomes indicators. 	<ul style="list-style-type: none"> Developed a Result Plan by PRDH staff and stakeholders related to improving data collection, reporting for validity and reliability. Participation in OSEP’s Verification Visit meeting on October, 2011 in order to revise policies and procedures related to this Indicator.
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Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2012

Revision of targets for FFY 2012:



The trend data shows a decrease in the percentages of children on summary statements in each indicator. Actual data better reflects the state’s child progress than the baseline data reported previously. For this reason, Puerto Rico is choosing to change the proposed targets. The quality of the data improved so this data is more accurate. The Commonwealth improves policies and procedures in order to collect additional information of child outcomes data. For the proposed targets the median from baseline data through FFY 2011 were used, this measure is much robust and sensible.

Outcome	Summary Statements	Baseline Targets	FFY 2009	FFY 2010	FFY 2011	Proposed Targets for FFY 2012
A	1	54	45	33	39	42.0
	2	68	53	44	54	53.5
B	1	48	39	34	33	36.5
	2	34	21	17	19	20.0
C	1	40	36	33	28	34.5
	2	51	41	42	44	43.0

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2012 (2012-2013):

Activity	Timelines	Resources	Justification
Revise the IFSP form and process.	February-May 2013	SMU staff, PR COS expert and Part C Coordinator	To address the integration of COS form into IFSP and support the island wide implementation of the integration of COS into the IFSP process.
Train providers focused on the integration of the child outcomes indicators into the IFSP process.	June 2013	SERRC ECO Center	
Pilot a revised COSF form with an embedded decision tree to support consistency in ratings.	April 2013	PR COS expert	To increase the data quality in COS ratings for progress reporting.
Determine a mechanism to ensure providers complete ongoing training related to child outcome.	February-May 2013	PR COS expert	To capacity providers island wide and increase data quality.
Examine online training modules on determining child indicator rating.	April 2013	SMU staff, PR COS expert and Part C Coordinator	
Implement year-long focus on coaching with additional training, technical assistance and development of resources and materials.	Ongoing	PR COS expert	To ensure providers and COS consultants have the competencies for implementing their outcomes measurements system.
Develop a manual of policies and procedures for child outcomes measurement system.	July-September 2013	SMU staff, PR COS expert and Part C Coordinator	To assurance valid, reliable and quality data.
Add language to provider's contract to assurance that an exit COS form is completed for every child exiting Part C before age 3 and served at least six months.	June-August 2013	SMU staff, PR COS expert and Part C Coordinator	To reduce missing data and increasing data quality.
Develop a Community of Practice with COS consultant group.	Ongoing	SMU staff, PR COS expert and Part C Coordinator	Meet regularly to analyze quality data reporting.
Revise data collection procedures to require at least three data sources be used when determining outcomes ratings (e.g. Family Assessment, Monthly Report of providers and Intake Interview).	February- May 2013	SMU staff, PR COS expert and Part C Coordinator	To improve data quality.

Part C State Annual Performance Report (APR) for FFY 2011

Overview of the Annual Performance Report Development: (Please refer to page 1)

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 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 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 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 Data for1 Federal Fiscal Year 2011 ²
2011	A: 88.0% Families participating in Part C who report that early intervention services have helped the family know their rights.	4A 722 families reported that early intervention services helped them know their rights <hr/> 755 families surveyed x 100 = 95.6% Percentage: 95.6%
2011	B: 85.3% Families participating in Part C who report that early intervention services have helped the family effectively communicate their children's needs	4B 717 families reported that early intervention services helped them effectively communicate their children's needs <hr/> 755 families surveyed x 100 = 95.0%

² In total, 763 surveys were sent to the SMU for analysis; of these 8 respondents did not complete enough items on the survey to get a score, resulting in 755.

FFY	Measurable and Rigorous Target	Actual Data for1 Federal Fiscal Year 2011 ²
		Percentage: 95.0%
2011	C: 91.3% families participating in Part C who report that early intervention services have helped the family help their children develop and learn	4C 740 families reported that early intervention services helped them help their child develop and learn <hr/> 755 families surveyed x 100 = 98.0% Percentage: 98.0%

² In total, 763 surveys were sent to the SMU for analysis; of these 8 respondents did not complete enough items on the survey to get a score, resulting in 755.

Population description

Family outcomes were collected through a face to face interview or through a self-administered questionnaire when families opted to participate in the survey anonymously. Every family whose child was receiving Part C services for at least six (6) months at the IFSP revision meeting had the chance to be part of the survey, unless the family disagreed to participate. The family survey response group represents the population of children that were active in the EIS program from July 1, 2011 to June 30, 2012 in every local program, by age group, eligibility criteria and by geographic living area. The Commonwealth of Puerto Rico determined that 755 is an adequate representation of families receiving services during FFY 2011.

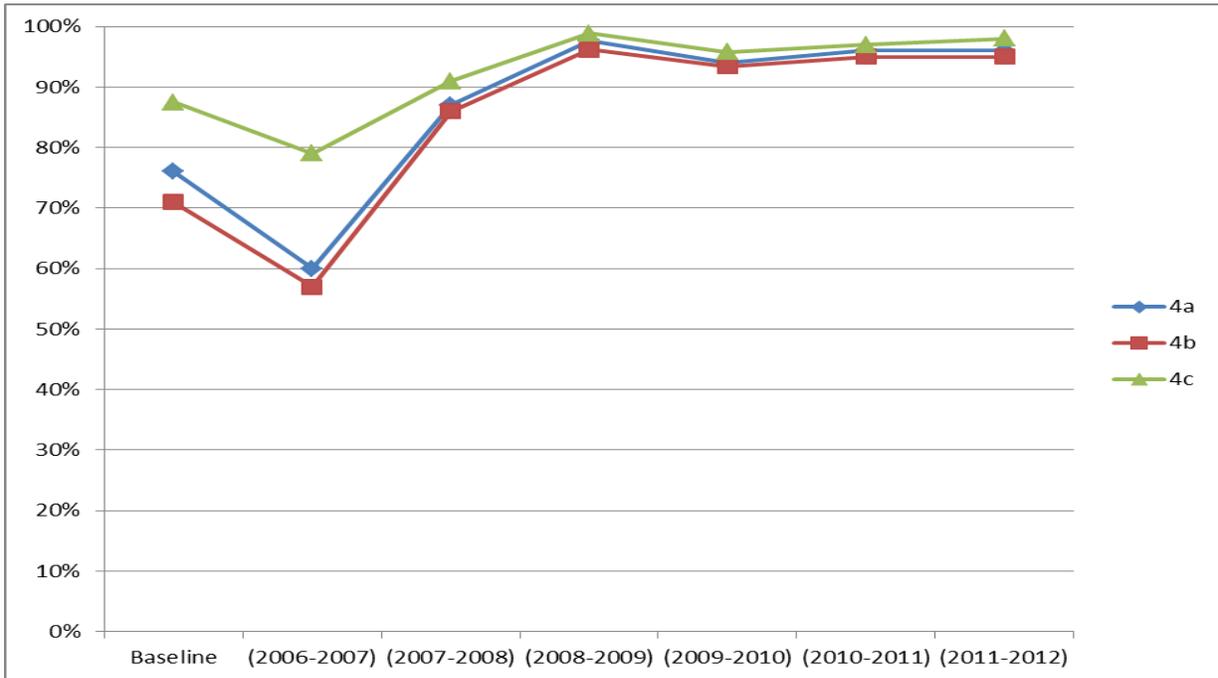
Data collection tool and analysis description

As done in previous years, Puerto Rico collected family outcomes data using the Spanish version of the National Center for Special Education Accountability Monitoring (NCSEAM) survey. NCSEAM considers percentages of families who agree, strongly or very strongly agree with the measurement at a level equal to or above the national standard recommended by a nationally representative stakeholder group convened by NCSEAM and with a (.95) likelihood.

Discussion of actual data for FFY 2011

Puerto Rico NCSEAM survey data met or exceeded the NCSEAM 2005 National Item Validation Study’s standards for the internal consistency, completeness, and overall quality expected from this survey. Puerto Rico’s performance for Indicators 4a, 4b and 4c for FFY 2011 was 96%, 95% and 98%, respectively, exceeding the target for all sub-Indicators. Every EIS program maintained progress for every sub-indicator 4a, 4b and 4c.

Puerto Rico’s Percentage Trends of Participant Families of Part C with Measures at or above NCSEAM Standards for Indicators 4a, 4b and 4c FFY 2005-2011



The Commonwealth has shown a positive trajectory from 2009 to FFY 2011.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2011 (2011-2012):

Activities completed:

Intake and Service Coordinators were continuously re-oriented about:

- a. their roles and responsibilities in providing information to families about their rights throughout all Part C processes from eligibility to transition or exit from the program,
- b. the importance of communication between families, service coordinators and providers to assure the provision of family centered services and
- c. the role of service providers and coordinators delineating functional outcomes in the IFSP based on daily routines of families and children.

Intake and Service Coordinators provide information to families about their procedural safeguards on an ongoing basis during their participation in *Avanzando Juntos*.

The family survey was completed throughout the FFY 2011.

Explanation of progress or slippage:

Targets for each family outcome were achieved and maintained progress.

A possible explanation for the maintained progress observed could be: a) the sustained program focus on family-centered approach in every program; b) monitored child records to determine family involvement in eligibility determination, service delivery, evaluations and other process during their participation in the program. All EI programs will continue the implementation of successful activities to assure that early intervention services help families to know their rights, communicate effectively their children’s needs and help them children develop and learn.

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2012 (2012-2013):

Activity	Timelines	Resources	Justification
Continue training to intake/service coordinators on providing information from eligibility to transition or exit from the program to families regarding the outcomes in Indicator 4.	Ongoing	Intake and service coordinators, SPOEE Supervisors, Part C Coordinator and APNI Project Coordinator	Need to focus on building knowledge of service providers, intake coordinators and service coordinators to assist families.
NCSEAM questionnaire will continue to be completed by families during the annual IFSP or IFSPs revisions or near transition conference.	Ongoing	Service Coordinators and SPOEE Supervisors	Service coordinators should become familiar with family outcomes measurement procedures as a strategy to assess needs of programs.
Monitoring the number and proportion of surveys completed quarterly and follow up.	Ongoing	SMU staff	To increase the number of completed family surveys.
Review the IFSP and Family Assessment form.	Ongoing	SMU staff, SPOEE supervisors	Assure that service coordinators identify and prioritize family needs when developing ISFP goals.

Part C State Annual Performance Report (APR) for FFY 2011

Overview of the Annual Performance Report Development: (Please refer to page 1)

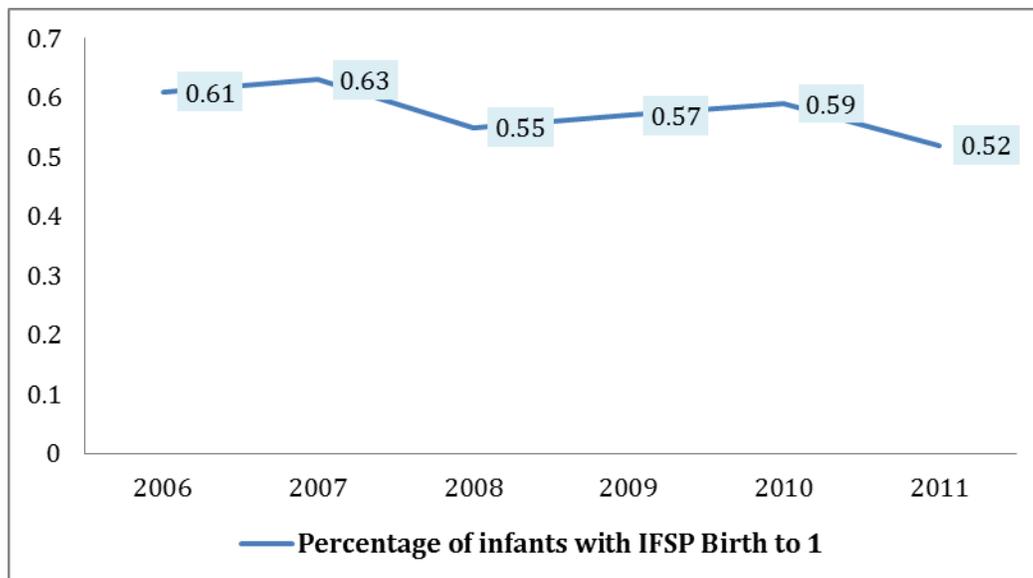
Monitoring Priority: Effective General Supervision Part C / Child Find

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	Measurement and Data source:	Actual Data for Federal Fiscal Year 2011
2011	0.61%	<p>Measurement: 216 infants and toddlers in Puerto Rico under age one year received Part C services.</p> <p>Data source: Data collected on FFY 2011 Table 1 of Information Collection 1820-0578 (Report of Children Receiving Early Intervention Services in Accordance with Part C) and PR estimated population for 2011 from U.S. Bureau of the Census, Population Division.</p>	<p>216 Number of infants with IFSPs birth to 1</p> <hr/> <p>41,656 State population birth to 1 X 100 = 0.52%</p> <p>Percentage: 0.52%</p> <p>Puerto Rico’s percentage of infants and toddlers birth to age 1 with IFSP is 0.52%.</p>



Discussion of actual data for FFY 2011

Puerto Rico didn't meet the FFY 2011 SPP target of 0.61%. At December 1st, 2011 there was a total of 216 children under age one (1) with IFSPs for 0.52%.

The percent of infants' birth to 1 with IFSPs has shown 0.7% decrease, as compared (.59%) for FFY 2010.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2011 (2011-2012):

Improvement activities completed:

1. Trainings to local programs staff to review eligibility determination criteria and processes to assure that children under age one (1) are evaluated according to Puerto Rico eligibility determination procedures and considering all of the developmental areas.
2. SPOEE (System Point of Entry and Exit) Supervisors continued developing the referral source monthly reports which allowed EIS programs to identify the sources of referrals as well as those who are determined eligible by referral source for public awareness and child find planning activities.
3. All EIS programs received information on the minimum number of children under age one (1) needed to enter the program for eligibility determination purpose in order to achieve the target for FFY 2012.

Explanation of Progress or Slippage:

Commonwealth attributed the slippage in their child find data to: a) reduction in the state fiscal resources that impeded their ability to serve infants and toddlers who might qualify for the early intervention services and child find and/or public awareness activities; b) revision of eligibility determination process; c) a decrease of 3,605 in the birth to one population, as compared with population in 2010; and d) policy clarification regarding appropriate exiting from Part C services when a child's family's goals are achieved.

Analysis of data for each program is conducted and if needed, improvement activities will be put in place.

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2012 (2012-2013):

Activity	Timelines	Resources	Justification
Develop and implement a public awareness plan by each EIS program to increase the number of infants under age one (1) referred to Avanzando Juntos.	Ongoing	Medical Directors and Administrators, APNI Project Coordinator and SPOEE Supervisors and Part C Coordinator	Increase the number of infants under age one (1) receiving early intervention services.
Review referral data by sources of referral with emphasis on infants' birth to one (1) including hospital nurseries, Home Visiting Nurses and Birth Defects Surveillance System, Department of Family.	February- June 2013	Part C Coordinator, SPOEE Supervisors	Need to assure that referral sources are aware of child find activities.
Establish collaboration with	February- March	Part C Coordinator, PC	Increase the number

Activity	Timelines	Resources	Justification
the referral sources to revise procedures for referral infants under age one (1) with suspected Developmental Delay or Homeless, Wards of State or abuse and neglected children to <i>Avanzando Juntos</i> .	2013	Medical Directors, Healthy Start Home Visiting Program Nurses and SPOEE Supervisors	of referrals of infants under age one (1).
Monthly assessment to identify the eligibility determination status of the infants under age one by referrals sources to all programs of <i>Avanzando Juntos</i> .	Ongoing	SPOEE supervisor, Part C Coordinator, Supervision and Monitoring Unit staff, and Technical Assistance Unit staff, Contact person by referral sources	Assure that each infant identified by referral source is evaluated for eligibility determination.
Revise the established criteria and procedures for eligibility determination of infants under age one at all EIS programs.	Ongoing	SPOEE supervisor, Part C Coordinator, Supervision and Monitoring Unit staff, and Technical Assistance Unit staff	Assure that the criteria and procedures for eligibility determination are being used.

Part C State Annual Performance Report (APR) for FFY 2011

Overview of the Annual Performance Report Development: (Please refer to page 1)

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 toddler birth to 3 with IFSPs) divided by the (population of infants and toddlers birth to 3)] times 100 compared to national data.

FFY	Target	Measurement and Data source:	Actual Data for Federal Fiscal Year 2011
2011	2.26%	<p>Measurement: 4, 883 infants and toddlers birth to 3 with IFSP out of 129,053 children birth to 3 in PR (as per Section 618 report).</p> <p>Data source: Data collected on FFY 2011 Table 1 of Information Collection 1820-0578 (Report of Children Receiving Early Intervention Services in Accordance with Part C) and PR estimated population for 2011 from U.S. Bureau of the Census, Population Division.</p>	<p>4,883 infants and toddlers birth to 3 with IFSP</p> <hr/> <p>129, 053 PR estimated population birth to 3 for 2011 x 100 = 3.78%</p> <p>Percentage: 3.78%</p>

Discussion of actual data for FFY 2011

Puerto Rico met and exceeded the FFY 2011 SPP target of 2.26%. On December 1st, 2011 there was a total of 4,883 infants and toddlers birth to three with an IFSP for 3.78%.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2011 (2011-2012):

Improvement activities completed:

1. Ongoing analysis of SPOEE (System Point of Entry and Exit) monthly reports of referrals received by age, referral source and eligibility determination results.

Explanation of Progress or Slippage:

Three hundred twenty-one (321) fewer children birth to three (3) years had an IFSP for FFY 2011 as compared with FFY 2010 child count data (4,883; 5,204, respectively). Puerto Rico showed a decrease in the percentage of infants and toddlers with IFSP from FFY 2010 to FFY 2011 (3.86% vs. 3.78%). Key factor for this 8% reduction relates to a decrease in the population of children 0-2 years of age according the US Census population estimate for FFY 2011.

Percent of infants and toddlers with IFSP for birth to 1 and 1-2 age groups, Child Count (FFY 2009 through FFY 2011)

FFY Child Count	Birth to 1		1 to 2		2 to 3		Total	
2009	(n=256)	5.2%	(n=1,319)	26.7%	(n=3,365)	68.1%	(n=4,940/ 136,487)	3.61%
2010	(n=265)	5.1%	(n= 1,368)	26.3%	(n=3,571)	68.6%	(n=5,204/134,650)	3.86%
2011	(n=216)	4.4%	(n=1,280)	26.2%	(n=3,387)	69.3%	(n=4,883/129,053)	3.78%

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2012 (2012-2013):

No changes are being made to the Improvement Activities for Indicator 6 in the SPP.

Part C State Annual Performance Report (APR) for FFY 2011

Overview of the Annual Performance Report Development: (Please refer to page 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 eligible 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 IFSP meeting was required to be conducted)] times 100.

Account for untimely evaluations.

FFY	Measurable and Rigorous Target	Actual Target Data for 2010	Actual Target Data for 2011
2011	100 %	100 %	100 %

Methodology for records selection

All (7) seven EIS programs in Puerto Rico were included for data collection to evaluate performance of the Commonwealth with indicator 7 through monitoring activities and self assessments. Lists of records were selected from the total of records of children referred to Part C from November 1, 2011 through March 30, 2012. From that list, a systematic selection of records was chosen on an interval given by the ratio of total records in the sampling frame to the identified number of records for each EIS program. The first record was chosen using a random number between 1 and the selection interval number, while the next record was identified using that selection interval. This timeline is representative of our program of the reporting period and represents the population served. For all (7) seven EIS programs Indicator 7 data were collected through self-assessments and analyzed to assess compliance.

A. TOTAL CHILD RECORDS REVIEWED (REPRESENTS CHILDREN FROM ALL 7 EIS PROGRAMS)	238
B. Children with timely evaluation and assessment and initial IFSP.	234
C. Children with evaluation and assessment and initial IFSP completed more than 45 days from the child’s referral, with documented exceptional family circumstances that caused the delay.	4
D. Children with timely evaluation and assessment and initial IFSP or there is a documented exceptional family circumstance that caused the delay in completion of the evaluation and assessment and initial IFSP. (B+C)/A X100	(234+4/238) =100%

Discussion of actual data for FFY 2011

There were four (4) children for whom an evaluation, assessment and an initial IFSP meeting were conducted beyond Part C's 45-day timeline due to exceptional family circumstances. These children were from (2) two different EIS programs. Three (3) children had their evaluation, assessment and their initial IFSP meeting beyond the 45-day timeline due to absenteeism or family cancellations and one (1) initial IFSP meeting was late due to child sickness. Puerto Rico chose to include in the numerator and denominator documented delays attributable to family circumstances. For FFY 2009 untimely evaluations due to family circumstances represented 13% and for FFY 2010 was 7% and for 2011 2%, representing a decrease in untimely evaluations due to family circumstances as compared to FFY 2010 and 2009 data.

Data shows a reduction in the number of EIS programs (5 in FFY 2010 and 2 in FFY 2011) with children whose evaluation and assessment and initial IFSP were held more than 45 days from date of referral for reasons other than documented exceptional family circumstances.

Service Coordinators explained to families the importance of service provision on day of the service in the IFSP, as a strategy to reduce cancellations and absenteeism. In spite of the efforts to obtain information on the reasons for cancellations and no shows, there are still families who are not available the day of the initial service without notifying the EIS program, which impedes identifying strategies to prevent those circumstances.

Puerto Rico met the target of 100.0% compliance with Indicator 7 for FFY 2011. Puerto Rico has been in compliance with the 45-days timeline, for FFY 2009 to FFY 2011, for three consecutive years.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2011 (2011-2012):***Improvement activities completed:***

1. The Early intervention system received support from MCH trained program nurses to complete timely assessments.
2. Service providers were authorized to substitute a provider who cancels the same day of service to assure timely evaluation, assessment and an initial IFSP meeting conducted within Part C's 45-day timeline.
3. Service Coordinators supported intake coordinators in completing the initial IFSP within the 45-day timeline.
4. Corrective measures include meetings with EIS program personnel with the most instances of noncompliance with Indicator 7 to identify reasons for noncompliance and to determine strategies for correction.

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2012 (2012-2013):

No changes are being made to the Improvement Activities for Indicator 7 in the SPP.

Part C State Annual Performance Report (APR) for FFY 2011

Overview of the Annual Performance Report Development: (Please refer to page 1)

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 2010	Actual Target Data for 2011
2011	8 A 100 %	100 %	100 %
	8 B 100 %	100 %	100 %
	8 C 100 %	100 %	100 %

Methodology for records selection

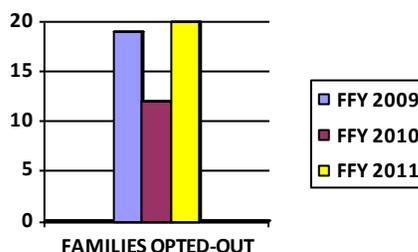
Every EIS program in Puerto Rico was included for data collection through monitoring activities. Lists of records were randomly selected from total number of toddlers (24 months and older) referred to EIS program between November 1, 2011 through March 30, 2012 in all seven (7) EIS Programs. The actual target data represent review of child records of randomly selected, transitioning children in all EIS programs. For these records no families choose to opt out of notification, in accordance with the OSEP-approved opt out policy. Documented exceptional family circumstances that prevented the timely completion of the transition conference are included in the numerator and denominator for calculating the actual target data for Indicator 8C.

Actual target data for FFY 2011

236 records were reviewed (representing all 7 EIS programs) of toddlers with disabilities exiting Part C for Indicators 8A, 8B and 8C. All 7 EIS programs met the 100% compliance.

Actual Data for Federal Fiscal Year 2011- 8A: Children exiting Part C have an IFSP with transition steps and services.	
a. Total child records reviewed (represents children from all 7 EIS programs)	236
b. Children with transition plans that include steps and services to support the child's transition.	236
c. Children with transition plans that do not include steps and services to support the child's transition.	0
d. % Children with transition plans including steps & services. $(b+c/a) \times 100$	$(236+0/236) \times 100 = 100\%$
Actual Data for Federal Fiscal Year 2011- 8B: Notification to the Department of Education occurs in 100% of children exiting Part C and potentially eligible for Part B services	
a. Total child records reviewed (represents children from all 7 EIS programs)	240
b. Children whose families opted out of notification.	20
c. Children exiting Part C and potentially eligible for Part B where notification to LEA occurred.	236
d. Department of Education Notification for a child referred to Part C fewer than 45 days prior to the child's third birthday. <i>(Not include this number in calculation for 8A and 8C, according 303.148 Part C regulations 1999)</i>	4
e. % Children with notification to the LEA. $(c+d)/a \times 100$	$(236+4/240) \times 100 = 100\%$
Actual Data for Federal Fiscal Year 2011- 8C: A transition conference is convened for 100% children exiting Part C and potentially eligible for Part B services.	
a. Total child records reviewed (represents children from all 7 EIS programs)	236
b. Children for whom the family did not provide approval to conduct the transition conference.	0
c. Children with timely transition conference.	235
d. Children with the transition conference being held less than 90 days prior to the child's third birthday, with exceptional family circumstances documented in the child's record.	1
e. % Children with timely transition conference or with a documented exceptional family circumstance that delayed the transition conference. $(b+c+d)/a \times 100$	$(0+235+1/236) \times 100 = 100\%$

Families Opted Out



Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2011 (2011-2012):

Improvement activities completed:

1. A meeting was held with Service Coordinators in noncompliance with the correct adherence to the established procedures for compliance with Indicator 8B.
2. Discussion of Indicator 8B requirements during monthly meetings.
3. Direct supervision of Service Coordinator responsible for Indicator 8B noncompliance. Revision of procedures for notification to PRDE with Service Coordinator with finding of noncompliance.
4. On-site visit in EIS program with noncompliance to assure correction of noncompliance with Indicator 8B.
5. Ongoing meetings with Part B to revise and improve LEA notification and Part B involvement in Transition Meetings.
6. Ongoing meetings with Part B to improve data sharing between agencies.

Explanation of Progress or Slippage:

Indicator 8A: Puerto Rico met the target for Indicator 8A. The Commonwealth maintained the 100.0% compliance in the inclusion of transition steps and services.

Indicator 8B: Puerto Rico met the 100% target for Indicator 8B. The Commonwealth showed improvement, as compared for FFY 2010, the seven (7) EIS programs evidenced that notification to the Department of Education occurred, resulting in 100% compliance.

Indicator 8C: Puerto Rico met the target for Indicator 8C for three (3) FFY’s 2009-2011. The Commonwealth maintained the 100.0% compliance with the timely transition meeting for children potentially eligible to Part B.

Correction of FFY 2010 Findings of Noncompliance

There was (1) EIS program with finding of noncompliance with Indicator 8B identified on self-assessment for FFY 2010. For FFY 2011, this program corrected and achieved 100% compliance with indicator 8B. In a self-assessment monitoring in FFY 2011, all EIS programs had 100% compliance with Indicator 8B.

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2012 (2012-2013):

Activity	Timelines	Resources	Justification
Monthly submission of the list of families who opted-out by the SPOEE supervisors to the SMU.	Quarterly	Service Coordinators, SPOEE Supervisors and APNI Project Coordinator, SMU	To maintain tracking the number of families who opted-out.
Monthly revisions to verify that evidence of notification to PRDE (CNC-19 Form) is included in files of children two years age or more.	Ongoing	SPOEE Supervisors, Part C Coordinator, APNI Project Coordinator, SMU	Assure that the programs are correctly implementing the specific regulatory requirements for Indicator 8.
Aggregate contact information of EIS program children potentially eligible to Part B to be sent to the PR Department	Ongoing	Service Coordinators, SPOEE Supervisors and PRDH Database and Information System	Comply with the Part C notification to LEA requirements.

of Education.		Administrator	
Train Services Coordinators and providers from the 7 EIS programs about Indicator 8 Related Requirements, according to IDEA Part C Final Regulations 2011.	Ongoing	Part C Coordinator and Evaluator of SMU	To ensure that programs are correctly implementing the specific regulatory requirements for Indicator 8 and continue to measure compliance.

Part C State Annual Performance Report (APR) for FFY 2011

Overview of the Annual Performance Report Development: (Please refer to page 1)

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 2010	Actual Target Data for 2011
2011	100% of findings (including monitoring, complaints, hearings, etc) will be corrected as soon as possible but in no case later than one year of identification.	100% of findings (including monitoring, complaints, hearings, etc) were corrected as soon as possible but in no case later than one year of identification.	100 % of findings (including monitoring, complaints, hearings, etc) were corrected as soon as possible but in no case later than one year of identification.

INDICATOR C-9 WORKSHEET

Indicator/Indicator Clusters	General Supervision System Components	# of LEAs Issued Findings in FFY 2010 (7/1/10 to 6/30/11)	(a) # of Findings of noncompliance identified in FFY 2010 (7/1/10 to 6/30/11)	(b) # of Findings of noncompliance 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 Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	3	5	5
	Dispute Resolution: Complaints, Hearings	3	0	0
2. Percent of infants and toddlers with IFSPs who primarily receive early intervention services in the home or community-based settings	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	6	0	-
	Dispute Resolution: Complaints, Hearings	0	-	-
3. Percent of infants and toddlers with IFSPs who demonstrate improved outcomes	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	7	0	-
	Dispute Resolution: Complaints, Hearings	0	0	-
4. Percent of families participating in Part C who report that early intervention services have helped the family	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	0	0	-

Indicator/Indicator Clusters	General Supervision System Components	# of LEAs Issued Findings in FFY 2010 (7/1/10 to 6/30/11)	(a) # of Findings of noncompliance identified in FFY 2010 (7/1/10 to 6/30/11)	(b) # of Findings of noncompliance from (a) for which correction was verified no later than one year from identification
	Dispute Resolution: Complaints, Hearings	0	-	-
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, On-Site Visits, or Other	0	0	-
7. Percent 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.	Dispute Resolution: Complaints, Hearings	0	0	-
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 toddler's third birthday:	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	0	0	-
8. Percentage of toddlers with disabilities exiting Part C with timely transition planning for whom the lead agency has: B. Notified (consistent with any opt-out policy adopted	Dispute Resolution: Complaints, Hearings	0	0	-
	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	1	1	1

Indicator/Indicator Clusters	General Supervision System Components	# of LEAs Issued Findings in FFY 2010 (7/1/10 to 6/30/11)	(a) # of Findings of noncompliance identified in FFY 2010 (7/1/10 to 6/30/11)	(b) # of Findings of noncompliance from (a) for which correction was verified no later than one year from identification
by the State) the SEA and the LEA where the child resides at least 90 days prior to the toddler’s third birthday for toddlers potentially eligible for Part B preschool services; and	Dispute Resolution: Complaints, Hearings	0	0	–
8. Percentage of toddlers with disabilities exiting Part C with timely transition planning for whom the Lead Agency has: 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, prior to the toddler’s third birthday for toddlers potentially eligible for Part B preschool services.	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	0	0	–
	Dispute Resolution: Complaints, Hearings	0	0	–
OTHER AREAS OF NONCOMPLIANCE:	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other			
	Dispute Resolution: Complaints, Hearings			
OTHER AREAS OF NONCOMPLIANCE: Timely submission of reports by SPOEE to the SMU such as, child count and referral sources.	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other			

Indicator/Indicator Clusters	General Supervision System Components	# of LEAs Issued Findings in FFY 2010 (7/1/10 to 6/30/11)	(a) # of Findings of noncompliance identified in FFY 2010 (7/1/10 to 6/30/11)	(b) # of Findings of noncompliance from (a) for which correction was verified no later than one year from identification
	Dispute Resolution: Complaints, Hearings			
Sum the numbers down Column a and Column b			6	6

Percent of noncompliance corrected within one year of identification = $(6/6 \times 100) = 100\%$
 (column (b) sum divided by column (a) sum) times 100.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2011 – 2012:

The Department of Health maintained the 100 % target for Indicator 9. Key factors impacting performance were the lead agency’s revised continuous improvement process, improved general supervision capacity, and search for improvement activities for monitoring and supervision accessed from other States’ websites.

Puerto Rico has changed the monitoring activities’ calendar to assure that findings of noncompliance are identified the same fiscal year of notification. This strategy allows that the year of notification and the one year timeline for correction are consecutive and simplify the general supervision process.

Programs are focusing in correcting each individual case of noncompliance within one year timely. Nevertheless, it’s necessary to review the processes from referral through IFSP, and review of delivery services processes to identify extent and causes to ensure that noncompliance practices are reduced and the specific regulatory requirements are implemented.

The Commonwealth is expecting that for 2012 SPP/APR Indicator 9 target is maintained and the number of findings of noncompliance in other Indicators decrease for the future APRs’.

Correction of FFY 2010 Findings of Noncompliance Timely Corrected (corrected within one year from identification of the noncompliance):

1. Number of findings of noncompliance the State made during FFY 2009 (the period from July 1, 2009 through June 30, 2010) (Sum of Column a on the Indicator C 9 Worksheet)	6
2. Number of findings the State verified as timely corrected (corrected within one year from the date of notification to the EIS programs of the finding) (Sum of Column b on the Indicator C-9 Worksheet)	6
3. Number of findings <u>not</u> verified as corrected within one year [(1) minus (2)]	0

Correction of FFY 2009 Findings of Noncompliance Not Timely Corrected (corrected more than one year from identification of the noncompliance):

4. Number of FFY 2009 findings not timely corrected (same as the number from (3) above).	0
5. Number of findings the State has verified as corrected beyond the one-year timeline (“subsequent correction”).	0
6. Number of findings <u>not</u> yet verified as corrected [(4) minus (5)].	0

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timeliness / Resources for FFY 2011 (2011-2012):

Activity	Timelines	Resources	Justification
Develop and implement procedures to impose effective sanctions for EIS providers and Pediatric Centers’ Medical Directors and Administrators when noncompliance persist for more than one year after the EIS program was notified of the noncompliance.	Ongoing	Part C Coordinator, Parts C stakeholders, Puerto Rico ICC, Technical Assistance Unit staff and APNI Project Coordinator, SEERC	To address noncompliance issues and prevent recurrences.
Review general supervision procedures to identify and correct noncompliance in a timely manner.	Ongoing	Part C Coordinator Supervision and Monitoring Unit staff, SEERC	Assure compliance with compliance Indicators.
On-site visits and self-assessments quarterly for EIS programs identified in noncompliance and semiannual monitoring activities for EIS programs in compliance to verify the maintenance of 100% achieved.	Ongoing	SMU staff SPOEE supervisors Part C Coordinator	To assure identification and correction of noncompliance as soon as possible but in no case later than one year from identification.

Part C State Annual Performance Report (APR) for FFY 2011

Overview of the Annual Performance Report Development: (Please refer to page 1)

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 Data for Federal Fiscal Year 2011
2011	N/A	<p>Measurement: No mediations held during FFY 2011 reporting period.</p> <p>Data source: Data collected on FFY 2011 Table 4 of Information Collection 1820-0678 (Report of Dispute Resolution Under Part C of the Individuals with Disabilities Education Act).</p>

Actual Target Data for FFY 2011 (2011-2012):

No mediations were held during FFY 2011 reporting period.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2011 (2011-2012):

As part of the written complaints and/or due process hearings, parents are offered the opportunity of mediation as an alternative means for dispute resolution.

Improvement activities completed:

Quarterly monitoring of mediation requests to OOPD (Office of the Ombudsman for Persons with Disabilities).

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2012 (2012-2013):

(Not applicable)

Part C State Annual Performance Report (APR) for FFY 2011

Overview of the Annual Performance Report Development: (Please refer to page 1)

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 7 for child count, including race and ethnicity, settings and November 7 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).

Discussion of Improvement Activities Completed for FFY 2011 (2011-2012):

Activities completed:

- a. Random sample selection for monitoring assures that data reflects performance and compliance of EIS local programs and represents the population of children served.
- b. 618 data desk audit to identify duplicates and assure data accuracy.
- c. Timely submission of 618 data on *Emaps* and SPP/APR FFY 2011 as required.
- d. Attending on "EMAPS IDEA Part C Webinars".
- e. Participated on OSEP TA conferences calls or other TA from SERRC and ECO Center through State visits and webinars to improve the quality of services and infants and toddlers outcomes.

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2012 (2012-2013):

Activity	Timelines	Resources	Justification
Continue monitoring of the data collection to assure consistency and data reliability.	Ongoing	Part C EIS providers, NECTAC, SERRC and the ECO Center	Increase capacity of programs and Part C program overall to collect quality data.
On-site visits and self-assessments for each health region at least annually to revise records and ensure data needed for the APRs and other OSEP reporting requirements is accurate and timely to ensure compliance with submission due dates.	Ongoing	Supervision and Monitoring Unit staff Avanzando Juntos Data Manager SPOEE supervisors Part C staff	Continue data collection for accountability and reporting purposes.