



**Behavioral Health Division
Early Intervention and Education Program**

**Monitoring Report
Part C of IDEA**

**Region 13
Children's Developmental Services of Campbell County**

Monitoring Completed: August 31, 2021

Report Date: September 2021

Report Compiled by

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Monitoring Process:

In accepting federal funds to provide Part C services of Individuals with Disabilities Education Act (IDEA), the State of Wyoming agrees to monitor regional service providers and enforce compliance when non-compliance with Part C of IDEA is identified. In accordance with CFR 303.700, (a) the lead agency must—(1) Monitor the implementation of this part... (b) The primary focus of the State's monitoring activities must be on—(1) Improving early intervention results and functional outcomes for all infants and toddlers with disabilities; and (2) Ensuring that Early Intervention Service (EIS) programs meet the program requirements under part C of the Act, with a particular emphasis on those requirements that are most closely related to improving early intervention results for infants and toddlers with disabilities. (c) As a part of its responsibilities under paragraph (a) of this section, the State must use quantifiable indicators and such qualitative indicators as are needed to adequately measure performance in the priority areas identified in paragraph (d) of this section, and the indicators established by the Secretary for the State performance plans. (d) The lead agency must monitor each EIS program located in the State, using quantifiable indicators in each of the following priority areas, and using such qualitative indicators as are needed to adequately measure performance in those areas: (1) Early intervention services in natural environments. (2) State exercise of general supervision, including child find, effective monitoring (e) In exercising its monitoring responsibilities under paragraph (d) of this section, the State must ensure that when it identifies noncompliance with the requirements of this part by EIS programs and providers, the noncompliance is corrected as soon as possible and in no case later than one year after the State's identification of the noncompliance.

Summary:

The State of Wyoming, Early Intervention and Education Program (EIEP) monitoring team completed a review of Children’s Developmental Services of Campbell County during the month of August 2021. The Part C Coordinator reviewed the Welligent database to complete electronic desk of the Part C files for compliance Indicator 7, 45 Day timeline and Indicator 8, Transition Plan and Conference for children eligible for Part B and other required IFSP activities. The Part C Coordinator completed a comprehensive review of twenty percent Part C records out of a total of fifty seven (57) active child files.

Results of the electronic desk audit and on-site file review, were analyzed to determine program strengths, areas for improvement, and non-compliance issues. All issues identified during the electronic desk audit were addressed in the on-site visit through staff interviews and child file reviews. The chart below outlines findings.

Areas of Strength	<ol style="list-style-type: none">1. Majority of the files reviewed served children in natural environments in accordance with CFR 303.44 (ii) (A) & (B) which included the home or community settings.2. Prior Written Notices (PWN) were rich in description of the proposed action so as to allow the
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	<p>parent/caregiver to give an informed consent for the IFSP.</p> <p>3. The use of family routine interviews was consistent and was the basis for service provision strategies to address IFSP Outcomes.</p> <p>4. All files reviewed in the electronic desk audit (18 files) contained:</p> <ul style="list-style-type: none"> a. Comprehensive MDT Report b. All relevant forms c. All relevant signatures d. Good quality service provisions to address areas of need e. Well documented delivery of services f. Timely required IFSP meetings g. Detailed PWN
Noncompliance issues	1. There were zero (0) areas of noncompliance identified during the onsite file review.
Total Noncompliance Findings	0
Total Noncompliance Findings Requiring a CAP	N/A

Next Steps:

To address issues identified in the electronic file review the EIEP shall complete a random sampling of child files within six (6) months of the date of this report to ensure Children’s Developmental Services of Campbell County has moved towards implementation of the recommendations discussed i.e. timely documentation of required IFSP activities within the Welligent data system.

On behalf of the Early Intervention Program, I would like to express my gratitude and commend staff and the administration for their commitment to serving the children and families in Campbell County.

Christine DeMers, Part C Coordinator

cc:

Judy Juengel, Data and Contract Manger