

NEW JERSEY EARLY INTERVENTION SYSTEM

PART C ANNUAL PERFORMANCE REPORT



New Jersey Department of Health and Senior Services
Division of Family Health Services



**Federal Fiscal Year
2005-2006**

Submitted 2/1/07
Revised 9/27/07

Overview of Annual Performance Report Development

In accordance with the Individuals with Disabilities Education Act of 2004, the New Jersey Early Intervention System (NJEIS) submitted a Part C State Performance Plan (SPP) to the U.S. Department of Education Office of Special Education Programs (OSEP) on December 2, 2005. That plan was developed based upon guidance from OSEP and with broad stakeholder involvement and input. The NJEIS Part C State Performance Plan was disseminated to the public through posting to the website (<http://nj.gov/health/fhs/eis/index.shtml>) and the Regional Early Intervention Collaboratives (REICs) website (<http://www.njeis.org>). The SPP was also disseminated electronically to representatives of the Part C Steering Committee, State Interagency Coordinating Council (SICC), state agencies (Department of Education, Department of Human Services, Department of Children and Families, etc.), advocacy organizations, Service Coordination Units and Early Intervention Program provider agencies for distribution throughout the State.

The Part C Steering Committee met on November 30, 2006 to advise and assist in the development of the NJEIS Annual Performance Report (APR), also in response to the Individuals with Disabilities Education Act of 2004. Stakeholders reviewed all available data and analyzed the status of the state Part C system, as well as local systems, related to measurable and rigorous targets established in the State Performance Plan. For each of the indicators in the State Performance Plan, the stakeholder group compared current data to baseline data and engaged in discussion about progress and slippage.

Stakeholder members reviewed improvement activities, timelines and resources for each indicator to determine which were completed, to examine the efficacy of each, and to make recommendations about any necessary revisions or additions to the activities, timelines and resources.

Based upon guidance from the Office of Special Education Programs (OSEP), the following revisions were made to the State Performance Plan for the Part C system in New Jersey:

- a. **Indicator #1:** New baseline data submitted in response to revision of this indicator by OSEP.
- b. **Indicator #3:** Initial entry data collection reported as required.
- c. **Indicator #4:** Baseline data reported; Measurable and rigorous targets established; Improvement activities, timelines and resources identified.
- d. **Indicator #9:** Baseline data resubmitted in response to the revision of the measurement for this indicator by OSEP.
- e. **Indicator #14:** Targets revised in response to OSEP request for targets related to both timeliness and accuracy of data reporting.

The following indicators were not revised and were maintained in the State Performance Plan as originally submitted by New Jersey on December 2, 2005 and approved by OSEP on February 28, 2006: Indicators #2, 5, 6, 7, 8, 10, 11, 12, and 13.

New Jersey's updated/revised Part C State Performance Plan (SPP) and this Annual Performance Report (APR) will be disseminated to the public through posting to the DHSS-NJEIS webpage (<http://nj.gov/health/fhs/eis/index.shtml>) and the Regional Early Intervention Collaboratives website (<http://www.njeis.org>). The updated/revised Part C SPP and APR will also be disseminated to all of the above individuals electronically for distribution through their dissemination mechanisms (e.g. newsletters, websites, listservs. etc) throughout the State. For example, the State Parent Training and Information Center (PTI), SPAN, has offered to disseminate the information through their newsletter and website.

These documents will be disseminated to representatives of state agencies (Department of Education, Department of Children and Families, Department of Human Services) electronically for distribution throughout the State. DHSS-NJEIS state staff is working with the SPP Committee of the State Interagency Coordinating Council (SICC) to design a county "Report". The county "Reports" outlining the performance of each county in relation to state targets will be posted to the NJEIS websites in spring 2007. Information about the updated State Performance Plan, the Annual Performance Report, and documents designed for reporting on the performance of each local entity in relation to state SPP targets

will be disseminated to the media statewide through a news release developed by the Department of Health and Senior Services, Office of Communications, and with support from Regional Early Intervention Collaboratives.

The Part C Steering Committee provided the following recommendations for addressing the Public Reporting of Local Performance:

- Develop a narrative that describes the performance report so that it is clear to an unfamiliar reader including what an indicator means and what performance numbers mean.
- Provide in data notes or footnotes when agencies with poor performance may have current documentation of improved data.
- Explain data are collected at point in time.
- Present data in at least several cuts (state, county, indicator), where families may search for information pertinent to their needs.
- Provide telephone responders who could answer questions about what data means, including resources outside the state system, e.g., SPAN.
- Construct a FAQ page.
- Consider other data to report, e.g., family survey data; self-assessment data.
- Discuss the performance reporting at regional board meetings and announce to families.
- Discuss the performance reports with county supervisors of special education.
- Facilitate publications of the performance report with state and advocacy organizations that are distributed to families.
- Implications from data should be shared with primary referral sources.

In the spring of 2007, the DHSS-NJEIS will make determinations on the performance of local entities using the same four categories as OSEP will be using as identified in statute (meets requirements, needs assistance, needs intervention and needs substantial intervention).

Part C State Annual Performance Report (APR) for FFY 2005-2006

Overview of the Annual Performance Report Development: See overview description on page one

<p>Monitoring Priority: Early Intervention Services In Natural Environments</p>
--

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)

<p>Measurement:</p>

<p>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.</p>
--

<p>Account for untimely receipt of services.</p>
--

FFY	Measurable and Rigorous Target
2005 (2005-2006)	100% percent of infants and toddlers with IFSPs will receive the early intervention services on their IFSPs in a timely manner.

Actual Target Data for FFY 2005:

For FFY 2005, 82.3% of infants and toddlers with IFSPs received the early intervention services on their IFSPs in a timely manner.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005:

- Data were collected for all active child records for the month of January 2006 for 10 (48%) of the 21 counties in New Jersey. The other eleven counties will be reviewed for FFY 2006 and reported in the February 2008 APR.
- The counties were randomly selected within each of three cohort groups (based on child count/funding).
- A desk audit of 479 active child records was computer-generated from the NJEIS data system for the ten counties.
- The state office then distributed an inquiry to the ten counties on the children where one or more services were identified as exceeding 30 days from the closest IFSP initial or annual to determine reasons for delays, including documentation of family reasons or as a result of a service that was added at a subsequent IFSP team meeting not captured in the database.
- Since the NJEIS database does not capture all variables needed to determine whether a service is timely, an inquiry was conducted on 145 children and 167 services.
- The results of the inquiry identified that for 52 (36%) of the 145 children, the delays were family related and 7 (4.8%) were timely in relation to the IFSP review through which the service was added to the IFSP.
- As required by OSEP, these 52 children were included in both the numerator and denominator used to calculate the baseline. Family reasons included child illness, child hospitalization, family cancellations and request to reschedule. Delays in initiation of services that were not related to

family-initiated or family-requested delays were primarily reported to be the result of limited practitioner availability.

- The 479 children received 703 services, of which 86.2% (606/703) of the services were timely including 70 that were delayed due to family reasons. 13.8% (97/703) services were determined to be in non-compliance due to NJEIS delays.
- Five out of ten counties were determined as non-compliant. Additional inquiry is being conducted to determine if EIP provider agencies were also responsible for the delays.
- Correction of findings from corrective actions plans will be reported in the February 2008 APR.

Improvement Activities	Status
<p>Enhance the SPOE database to record the date of the initial IFSP meetings and all IFSP reviews as a data element. This record would include the date of the meeting and the date of parental consent to any IFSP service.</p>	<p style="text-align: center;">Not Completed</p> <p>These activities were placed on hold after receiving notice from the State Treasury that the enhancements were not allowable under the current contract with the Central Management Office (CMO) vendor. An RFP will be prepared to re-bid the contract during calendar year 2007 to move to an on-line web-based application that will include this and other enhancements.</p>
<p>Enhance the SPOE database to enable NJEIS to link authorizations with a specific IFSP meeting or review. By linking authorizations with these dates, timely services can accurately be measured from the IFSP consent date.</p>	
<p>Enhance the SPOE database to allow the reassignment of an authorization to a different agency or practitioner, while keeping the authorization associated with the IFSP meeting/review that added the service to the child's IFSP.</p>	
<p>Enhance the SPOE database to allow an authorization to be created before an agency/practitioner has been assigned to provide a service. This allows NJEIS to track all authorizations for timely delivery of service. Once an agency/practitioner is assigned to the service the authorization can be modified.</p>	
<p>At the completion of the enhancement to the SPOE database, monitoring activities on the provision of timely services will be conducted annually including a desk audit, inquiry to obtain additional information from counties, issuance of findings of noncompliance if necessary, implementation of corrective action plans, provision of technical assistance, and assurance of correction of noncompliance in accordance with federal requirements.</p>	<p style="text-align: center;">Completed for 2005/Ongoing Annual Activity</p> <p>In the absence of the enhancements to the SPOE database, a desk audit was conducted using the current SPOE database and inquiry was performed on 10 counties for FFY 2005. As a result the monitoring activities needed to rely on using inquiry to obtain information.</p> <p>The remaining 11 counties will be monitored during FFY2006.</p>

Improvement Activities	Status
<p>Once the SPOE enhancement is complete, analyze data on “untimely” services to determine if patterns exist in type of service, type of discipline, variations in frequency and intensity of service need/provisions, county area, etc. to determine gaps in access and availability of necessary services. Plans to address any identified needs will be developed and implemented.</p>	<p>This activity is scheduled for Fall 2007 and annually thereafter.</p> <p>In process are procedures used by the REICs and SCUs to track and monitor that children receive timely assignment to an EIP provider agency. This enables the REIC to monitor children that are not being assigned timely and in jeopardy of exceeding the 30 day timely delivery of service. In addition, it provides a mechanism to determine trends that may identify the need for additional provider agencies for a specific county in the state.</p>
<p>Continue to facilitate enrollment of new service vendor agencies to increase availability to access to services.</p>	<p>In progress/Ongoing Activity</p> <p>A workgroup was established to advise the NJEIS on ways to improve the enrollment process for new service vendor agencies. Until the NJEIS finalizes changes to the enrollment process, new vendors were placed on hold and advised to consider subcontracting through an approved EIP agency. A letter of agreement was issued to the Katzenbach School for the Deaf to provide services for children with hearing impairments following a notice of termination from an EIP program.</p>
<p>Collaborate with the NJ Department of Education, Office of Special Education Programs (OSEP) Personnel Grant to address activities to enhance practitioner recruitment and retention.</p>	<p>In Progress/Ongoing Activity</p> <p>NJEIS participated in eight meetings sponsored by the NJ Department of Education, Office of Special Education Programs and the National Center for Special Education Personnel and Related Service Providers regarding the planning, implementation and evaluation of strategic, targeted recruitment campaigns. This included: (1) several training days related to grass-roots community based campaigns; (2) participation in a website to recruit professionals to the field; and (3) use of SurveyMonkey.com to identify trends and strategies from existing professionals including issues related to cultural and linguistic diversity. An outcome was the development of an Early Intervention Recruitment Plan. Implementation is contingent on securing funding.</p>

Improvement Activities	Status
<p>Compensatory services are provided to families in instances in which services have not been provided in a timely manner. This is identified through informal and formal family contacts to the Procedural Safeguards Office or the NJEIS Central Management Office.</p>	<p>Completed for 2005/Ongoing Annual Activity</p> <p>During FFY 2005, thirty-one (31) families received 365 hours of compensatory services in accordance with NJEIS decisions through the Procedural Safeguards Office. This included 28 hours of developmental intervention, 253 hours of developmental intervention specific to ABA, 124 hours of Speech & Language Therapy, 6 hours of Physical Therapy, 70 hours of Occupational Therapy and 8 hours of Family Training. An Early Intervention Program (EIP) provider agency was determined to be responsible for the need to compensate for services. As a result the EIP was required to provide the 32.5 hours of compensatory services at their expense as a sanction.</p>
<p>When no practitioner is available within the state provider network, a family is authorized by NJEIS to utilize a practitioner outside the state network to provide the early intervention service to ensure that services are provided within the state policy for timely services.</p>	<p>Completed for 2005/Ongoing Annual Activity</p> <p>In SFY 2006 (July 1, 2005 – June 30, 2006), in accordance with this procedure, twenty-eight families were approved and reimbursed for early intervention services delivered by practitioners outside the NJEIS.</p>

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005:

No revisions to targets, improvement activities, timelines or resources were recommended or identified by the NJEIS Part C Steering Committee or the State Lead Agency for FFY 2006.

Part C State Annual Performance Report (APR) for FFY 2005-2006

Overview of the Annual Performance Report Development: See overview description on page one

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 programs for typically developing children.¹

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

Measurement: Percent = [(# of infants and toddlers with IFSPs who primarily receive early intervention services in the home or programs for typically developing children) divided by the (total # of infants and toddlers with IFSPs)] times 100.

FFY	Measurable and Rigorous Target
2005 (2005-2006)	99.15 percent of infants and toddlers with IFSPs will primarily receive early intervention services in the home or programs for typically developing children.

Actual Target Data for FFY 2005:

In FFY 2005, 99.39% of infants and toddlers with IFSPs primarily received early intervention services in the home or programs for typically developing children, per data reported on Federal Table 2 for December 1, 2005.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005:

- December 1, 2005 data indicates that targets for 2005/2006 were exceeded by .24%. Data reported for this indicator include a small number of children (54) in several counties who received early intervention services in non-natural environments (disability specific programs, clinic settings, residential facilities, and hospital inpatient settings). The county percentage of children served in natural environments ranged from 95% to 100%.
- The percentage of children receiving services in community based inclusive settings increased from 4.78% to 5.75%.

Improvement Activities	Status
Using the SPOE database, run and disseminate an annual report ranking the twenty-one counties' performance on this indicator based on December 1 child count.	This activity is scheduled to occur February 2007

¹ At the time of the release of this package, revised forms for collection of 618 State reported data had not yet been approved. Indicators will be revised as needed to align with language in the 2005-2006 State reported data collections.

Improvement Activities	Status
Collaborate with the Council on Developmental Disabilities (CDD) on their Part C Planning and Implementation Grants to enhance inclusive community resources and supports for families.	<p align="center">Completed/Final Report Pending</p> <p>A full report from the CDD is pending on the results of this project. However, at least three EIP provider agencies received mini-grants to facilitate inclusion in community settings.</p>
Review state and county data from the NCSEAM and NJEIS Regional Family Surveys to identify patterns in providing services in and/or linking families to community supports and services. Develop and implement activities based on survey results.	<p align="center">Completed for 2005/Ongoing Annual Activity</p> <p>NJEIS regional family surveys were analyzed for 2005. No new activities were necessary. The NCSEAM survey is being implemented for the February 2008 APR.</p>
Continue to review settings data from the SPOE database to inform progress in provision of service in natural environments.	<p align="center">Completed for 2005/Ongoing Annual Activity</p> <p>The SPOE database documented that the percentage of children receiving services in community based inclusive settings increased from 4.78% to 5.75%. The Part C Steering Committee requested that NJEIS continue to explore possibilities for collection of data when families and children receive services in settings other than home on an intermittent basis.</p>
Once the new web-based enhancement to the SPOE database is available, the following information will be reviewed to inform CSPD efforts: family information, child and family outcomes, services, supports and settings.	<p align="center">This activity is scheduled to occur Summer 2007 and annually thereafter.</p>
Review the family assessment page of the IFSP, IFSP Instructions and Orientation materials to ensure that they specifically reflect the child and family outcomes developed by the Early Childhood Outcome Center.	<p align="center">Not Completed</p> <p>Activity has been assigned to REIC Family Support Coordinators with a revised timeline of fall/winter 2007-2008.</p>
Enhance collaboration with community based partners to identify existing community supports, develop a plan to make connections and provide professional development. The purpose is to connect families with community supports and services that are not specifically targeted to individuals with disabilities.	<p align="center">This activity is scheduled to occur 2007-2008</p> <p>In FFY 2005 the REICs conducted outreach/childfind activities in collaboration with childcare agencies, Head Start, Child Welfare, Foster Parents, International Adoption, school districts, and private health care providers.</p>

Improvement Activities	Status
Create links on NJEIS and advocacy organization websites to assist families in accessing services and supports identified on the “other non-required page” of the IFSP.	<p style="text-align: center;">Ongoing Activity 2006-2011</p> Website links have been established on websites including: SPAN, ABCD, COSAC.

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005:

No revisions to targets, improvement activities, or resources were recommended or identified by the NJEIS Part C Steering Committee or the State Lead Agency for FFY 2006. The timeline for one improvement activity was adjusted.

Part C State Annual Performance Report (APR) for FFY 2005-2006

Overview of the Annual Performance Report Development: See overview description on page one

Monitoring Priority: Early Intervention Services In Natural Environments

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.

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

Measurement:

A. Positive social-emotional skills (including social relationships):

- a. Percent of infants and toddlers who did not improve functioning = $[(\# \text{ of infants and toddlers who did not improve functioning}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$.
- b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers = $[(\# \text{ of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$.
- c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it = $[(\# \text{ of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$.
- d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers = $[(\# \text{ of infants and toddlers who improved functioning to reach a level comparable to same-aged peers}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$.
- e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers = $[(\# \text{ of infants and toddlers who maintained functioning at a level comparable to same-aged peers}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$.

If a + b + c + d + e does not sum to 100%, explain the difference.

B. Acquisition and use of knowledge and skills (including early language/communication and early literacy):

- a. Percent of infants and toddlers who did not improve functioning = $[(\# \text{ of infants and toddlers who did not improve functioning}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$.
- b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers = $[(\# \text{ of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$.
- c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it = $[(\# \text{ of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$.

- d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers = $[(\# \text{ of infants and toddlers who improved functioning to reach a level comparable to same-aged peers}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$.
- e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers = $[(\# \text{ of infants and toddlers who maintained functioning at a level comparable to same-aged peers}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$.
- If a + b + c + d + e does not sum to 100%, explain the difference.
- C. Use of appropriate behaviors to meet their needs:
- a. Percent of infants and toddlers who did not improve functioning = $[(\# \text{ of infants and toddlers who did not improve functioning}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$.
- b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers = $[(\# \text{ of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$.
- c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it = $[(\# \text{ of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$.
- d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers = $[(\# \text{ of infants and toddlers who improved functioning to reach a level comparable to same-aged peers}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$.
- e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers = $[(\# \text{ of infants and toddlers who maintained functioning at a level comparable to same-aged peers}) \div (\# \text{ of infants and toddlers with IFSPs assessed})] \times 100$.
- If a + b + c + d + e does not sum to 100%, explain the difference.

FFY	Measurable and Rigorous Target
2005 (2005-2006)	Not required

Report of Status of Activities, Training and Implementation:

- DHSS-NJEIS finalized the decision to use the available web-based software in order to ensure accurate scoring of the instrument and facilitation of data to the state office. In 2006, DHSS purchased full BDI-2 kits, scoring software with licenses and palm pilots for 180 evaluators.
- In order to correctly collect the information needed to report on Indicator 3A, 3B, and 3C, NJEIS began training targeted evaluation team (TET) members in February 2006.
- Consultants from Riverside Publishing trained 75 evaluators on the administration of the BDI-2 and the use of the web-based system for scoring and storing of data.
 - DHSS staff trained the 75 evaluators on the policies and procedures for using the BDI-2 as part of the eligibility evaluation for newly referred families.
 - DHSS/NJEIS created and distributed written instructions for the team members that included safeguards for privacy as well as provisions for timely submission of the data.

- DHSS provided follow-up training and support to the TETs in May 2006.
- Consultants from Riverside Publishing trained 30 additional evaluators in June 2006 and 70 more evaluators in September 2006.
- The total number of evaluators trained in 2006 is 175. Each NJ County has TET members trained in the use of the BDI-2.
- TET members that completed training received certificates of completion that are documented at DHSS-NJEIS office. Only evaluators that have completed the training provided by the Riverside Consultants administer the BDI-2 for outcome reporting.
- NJEIS began evaluating infants and toddlers as part of the intake process as of April 1, 2006.
- A web-based scoring and storing system allows for multiple reports to be generated for the family.
- Reports detailing the child's mastered skills, emerging skills and suggested future learning objectives are given to families and Service Coordination for inclusion in IFSP planning.
- In addition, to training activities, DHSS-NJEIS staff:
 - Collaborated with Riverside Publishing to modify the web-based software system to meet the needs of the NJEIS.
 - Monitored and addressed clinical and technological questions from the TET members.
 - Established an ongoing communication process between DHSS-NJEIS and the TET members to ensure team members are apprised of any technical or clinical updates related to the collection of child outcome data.
 - Presented a revised sampling plan for exiting and preliminary data on the child outcomes at the November 2006 Part C Steering Committee and State Interagency Coordinating Council meetings. NJEIS will continue to periodically report to the State Interagency Coordinating Council, Part C Steering Committee, OSEP (through Annual Performance Reporting) and the public.

Report of Initial Entry Data Collection (collected between April 1, 2006 and September 30, 2006):

- Functioning at a "level comparable to same age peers" is determined when a child scores ≥ 80 on the domain of the Battelle Developmental Inventory, 2nd edition (BDI-2) relevant to the specific indicator.
- DHSS-NJEIS collaborated with the publishers of the BDI-2 in determining the appropriate use of the BDI-2 domain score for reporting on Child Outcomes.
 - The Personal-Social Domain on the BDI-2 appropriately answers Indicator 3A,
 - The Cognitive and Communication Domains on the BDI-2 appropriately answer Indicator 3B
 - The Motor and Adaptive Domain on the BDI-2 appropriately answers Indicator 3C
 - NJEIS has decided to use the standard scores available from the BDI-2 in determining those children that are functioning with their same age peers, and those that have made progress on the Child Outcome Indicators. The Standard Scores of the BDI-2 indicate that a score of 100 is Average development. The Standard Deviation is 15. The standard score of 80 is 1.33 deviations below the mean and places a child's developmental category as "low average". Scores of 79 and below indicate that a child has a developmental delay.
- NJEIS analyzed the child outcome data and included children with standard scores of 80 or higher in the percentage of children that were functioning with their same age peers.
- Children whose standard scores were 79 or below were included in the percentage of children not functioning with their same age peers.
- Comparison from standard scores obtained at entry and standard scores obtained at exit will be compared to determine the appropriate progress category for each of the Child Outcome Indicators in reporting year 2008.

A. Positive social-emotional skills (including social relationships)

BDI-2 Domain: Personal-Social

	Number	Percentage
Functioning with same age peers at entry	1105	84%
Functioning below same age peers at entry	203	16%
TOTALS	1308	100%

B. Acquisition and use of knowledge and skills (including early language/ communication and early literacy)

BDI-2 Domains: Cognitive and Communication

	Number	Percentage
Functioning with same age peers at entry	598	46%
Functioning below same age peers at entry	710	54%
TOTALS	1308	100%

C. Use of appropriate behaviors to meet their needs

BDI-2 Domains: Motor and Adaptive/Self-Help

	Number	Percentage
Functioning with same age peers at entry	907	69%
Functioning below same age peers at entry	401	31%
TOTALS	1308	100%

Additional analysis of entry data:

- The standard scores on the BDI-2 are based on a 100 point scale with a standard deviation of 15. Scores of 90 are classified as “average”, with scores between 80 and 89 classified as “low average”.
- For the purpose of reporting on child outcomes, NJEIS considers children as functioning with same age peers when their score in each domain is 80 or greater. This indicates they are “average” or “low average” in comparison to their same age peers. The BDI-2 is a norm-referenced test.
- Further analysis was conducted to determine the percentage of children that were in the average versus low average ranges. This information will continue to be reviewed as the exit data are collected and reported in FFY 2008 APR.
 - Sub-indicator A: The analysis of child outcome data found 84% of children entering NJEIS are functioning with their same age peers and demonstrate positive social relationships. Further analysis of this indicator shows that of the 84% (1,105 children) scoring at or above 80, 23% are scored in the “low average” (range with scores of 80-89) and the remaining 77% of the children were functioning in the “average” range (90+) using standard scores.
 - Sub-indicator B: To be considered as functioning with same age peers for Indicator B, **both** Cognitive and Communication Domain scores must be 80 or above. Of the 46% (598 children) reported to be functioning with same age peers for Indicator B (80+), 46% scored in the “low average” range in the communication range and 20% scored in the “low average” range in the Cognitive Domain.

- Sub-indicator C: To be considered as functioning with same age peers for Indicator C, **both** Motor and Adaptive Domain scores must be 80 or above. Of the 69% (907 children) reported to be functioning with same age peers on Indicator C, 11% scored in the “low average” range for the Motor Domain and 29% scored “low average” for the Adaptive Domain.

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005:

- The following revisions to improvement activities, timelines or resources were recommended or identified by the NJEIS Part C Steering Committee or the State Lead Agency for FFY 2006.

Improvement Activities	Timelines	Resources
Work with stakeholders, including family members and SPAN (PTI) to outline the requirements concerning information that should be provided to families upon their child exiting NJEIS	March 2007	NJEIS REICs Part C Stakeholders
Provide additional training on the BDI-2 to increase the number of available practitioners to conduct initial and exiting evaluations.	Spring 2007	NJEIS State Staff REIC T&TA Coordinators BDI-2 Publisher

Part C State Annual Performance Report (APR) for FFY 2005-2006

Overview of the Annual Performance Report Development: See overview description on page one

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
2005 (2005-2006)	Not required

Discussion of Initial Baseline Data Collection:

- A revised sampling plan was developed and submitted in September 2006 for approval as required by OSEP. The intent was to implement the NCSEAM Family Survey for reporting the FFY 2005 baseline. During a conference call, OSEP provided verbal comments that the sampling plan was acceptable and provided a reasonable representative sampling for the state. However, concerns were expressed about whether the data collected would be representative when disaggregated by county. The state office decided to revisit this concern, modified the sampling population and resubmitted a plan in November 2006. The revised sampling plan was presented and accepted by the Part C Steering Committee at a November 30, 2006 meeting. A verbal approval was received in December from OSEP. Considering the late approval, a decision was made to use the sampling plan for implementing the NCSEAM Survey for FFY 2006 and to use results from regional family surveys implemented in December 2005 to report FFY 2005 baseline data.
- Two state family surveys were implemented in December 2005. The NJEIS data system generated a list of children that: (1) were in their first six months of services between July 1 and September 30, 2005 and (2) transitioned from the NJEIS within the same quarter.

- A small stakeholder workgroup led by Diana Autin, Co-Director of the Statewide Parent Advocacy Network (NJ's PTI), cross walked the individual questions from the state family surveys to the three sub-indicators under this indicator.
- A determination was made for each sub-indicator as to which questions would be aggregated to calculate the baseline.

Baseline data and percentages for FFY 2005:

- A. **88.5%** of families indicated that early intervention helped them to know their rights.
- B. **91.7%** of families indicated that early intervention helped them to effectively communicate their children's needs.
- C. **92.7%** of families indicated that early intervention helped them to be able to help their children develop and learn.

FFY	Measurable and Rigorous Target	
2005 (2005-2006)	Not required	
2006 (2006-2007)	90%	A. Know their rights
	92.5%	B. Effectively communicate their children's needs
	93%	C. Help their children develop and learn.
2007 (2007-2008)	91%	A. Know their rights
	93%	B. Effectively communicate their children's needs
	94%	C. Help their children develop and learn.
2008 (2008-2009)	92%	A. Know their rights
	94%	B. Effectively communicate their children's needs
	95%	C. Help their children develop and learn.
2009 (2009-2010)	94%	A. Know their rights
	94.5%	B. Effectively communicate their children's needs
	95%	C. Help their children develop and learn.
2010 (2010-2011)	95%	A. Know their rights
	95%	B. Effectively communicate their children's needs
	96%	C. Help their children develop and learn.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005:

- For FFY 2005, 868 families were mailed NJEIS Family Surveys.
- Responses were received from all twenty-one counties in New Jersey.
- Survey responses were received from 252 families, representing a 29% return rate (252/868).
- Activities were developed to implement the NCSEAM survey for FFY 2006.

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005:

- The following revisions to improvement activities, timelines or resources were recommended or identified by the NJEIS Part C Steering Committee or the State Lead Agency for FFY 2006.

Improvement Activities	Timelines	Resources
Calculate the outgoing sample by county and race/ethnicity including as part of the analysis, apply a weight inverse to the sampling fraction (including all differentials in target number and field sampling rate); and response rate.	January 2007 and Annually 2008-2011	NJEIS State Staff NJEIS Database
Develop a letter to accompany the Family Survey co-signed by the Part C Coordinator and SPAN Co-Director.	January 2007	NJEIS, Part C Coordinator SPAN, Co-Director
Contract with a vendor to (1) print and distribute the NCSEAM Survey; (2) For completed surveys conduct scanning and data analysis.	February 2007 and Annually 2008-2011	Piedra (2007) Contract Vendor NJEIS State Staff
Contracted Vendor prints and mails to families the surveys including a unique child identification number that can be used to aggregate demographic data on responders and enable the NJEIS to ensure that a representative sample was achieved.	March 2007 and Annually 2008-2011	Piedra (2007) Contracted Vendor NJEIS State Staff
Families mail the completed survey directly to the Contracted Vendor for survey processing (opening, scanning, data verification). Families who have not identified English as their primary language can be identified through the demographic data and the NJEIS will: <ul style="list-style-type: none"> • provide the family with a translated version of the survey (if available), or: • Phone survey the family utilizing SPAN (PTI) families to assist with the completion of the survey. 	Early April 2007 and Annually 2008-2011	Piedra (2007) Contracted Vendor NJEIS State Staff SPAN
Follow-up efforts: Contracted Vendor provides a listing of the child identification numbers of families responding to the survey back to the NJEIS for follow as needed to ensure a good return. At no time will the Contracted Vendor share information with NJEIS on how any individual family responded.	Late April 2007 and Annually 2008-2011	Piedra (2007) Contracted Vendor NJEIS State Staff
Determine which families did not respond within a set time period and follow-up by mailing a reminder post-card and/or phone call.	Late April – Early May 2007-2011	NJEIS SPAN
Database creation, data definition file, Rasch analysis and State-level report containing figures reportable for February 2008 APR.	June 2007 and Annually 2008-2011	Piedra Contracted Vendor NJEIS State Staff

Improvement Activities	Timelines	Resources
Provide targeted technical assistance as needed in counties with low response rates or disproportionate responses from subgroups of the total population served in NJEIS.	2007-2011	NJEIS State Staff REICs
Review family outcome survey results and revise procedural safeguards training as needed to address concerns identified.	2007-2011	NJEIS State Staff REICs
Provide information and guidance to Service Coordination Units and EIP agencies on identifying strategies that are supportive of families participating in early intervention services and designed to build upon family strengths and capacity to exercise their rights, effectively communicate their child's needs and help their child learn and develop.	2007-2011	NJEIS State Staff REICs

Part C State Annual Performance Report (APR) for FFY 2005-2006

Overview of the Annual Performance Report Development: See overview description on page one

Monitoring Priority: Effective General Supervision Part C / Child Find

Indicator 5: Percent of infants and toddlers birth to 1 with IFSPs compared to:

- A. Other States with similar eligibility definitions; and
- B. National data.

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

Measurement:

- A. 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 the same percent calculated for other States with similar (narrow, moderate or broad) eligibility definitions.
- B. 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
2005 (2005-2006)	.55 percent of infants and toddlers birth to 1 will have IFSPs

Actual Target Data for FFY 2005:

- A. For FFY 2005 (2005-2006), New Jersey served 0.56 % of infants, birth to one, with IFSPs, compared to states with similar (moderate) eligibility whose average was 0.90%.
- B. For FFY 2005 (2005-2006), New Jersey served 0.56% of infants, birth to one, with IFSPs, compared to the national average of 0.95%.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005:

- Data used for comparison to the states with similar eligibility and the national average is from 2005 and was obtained from data posted by OSEP at www.rfcnetwork.org.
- New Jersey did meet the target for this indicator as set by stakeholders for this reporting period. While meeting this performance target, there remain concerns about New Jersey's performance with this indicator. The Part C Steering Committee recommended that additional strategies for more in-depth analysis of data and practices be considered in collaboration with the Family Support Committee of the State Interagency Coordinating Council (SICC).
- As of December 1, 2005, 0.56% of all infants less than 12 months of age were enrolled in NJEIS. Fourteen (14) of twenty-one (21) NJEIS counties (67%) had met or exceeded the target of 0.55%.

- The total number of children enrolled in NJEIS during this period increased from the previous year by 6.56% (543 child count), but the number of children 0-1 on December 1, 2005 decreased .98% (14 child count).
- The total number of referrals received from July 1, 2005 through June 30, 2006 was 10% higher (13,932) than the number received from July 1, 2004 through June 30, 2005 (12,653).
- The number of referrals from July 1, 2005 through June 30, 2006 was examined by age and outcome as follows:

Age	Referrals	Eligible	Ineligible	Closed Other
0 - 1	3,241	59%	29%	12%
1 - 2	5,405	69%	22%	9%
2 - 3	5,286	62%	27%	11%
Total	13,932			

- NJEIS review of data on age at referral for children birth to age one year documents a slight decline in the referral of children prior to age 1 from a 38.5% based on December 1, 2004 child count to 37.1% for December 1, 2005.
- Additional data analysis and inquiry is necessary to identify possible reasons for slower increases in the number and percentage of infants less than 12 months of age accessing NJEIS. This analysis will continue in 2007 to identify possible reasons for the performance with this indicator

Improvement Activities	Status
Run and rank county performance on percentage of children birth to one served based on the December 1 count compared to county census data.	Completed for 2005/Ongoing Annual Activity County data ranged from a low of .31% to 1.17%. Eight of twenty-one counties were below the .56% statewide average.
Select counties with low performance and prepare available data on these counties including referral sources, birth registry data, and diagnosed conditions.	Completed for 2005/Ongoing Annual Activity County data were prepared and shared with the REICs, Part C Steering Committee and SICC committees assigned to assist with this indicator.
REICs work with identified counties to analyze data, locate community resources and develop targeted child find and public awareness plans to increase the percentage of children birth to one in the identified county.	Completed for 2005/Ongoing Annual Activity Targeted childfind plans were developed and implemented by the four REICs.
Continue ongoing meetings between NJEIS and the Division of Youth and Family Services (DYFS) to develop policy and procedures to ensure appropriate referral of children under Child Abuse Prevention and Treatment Act (CAPTA) and/or potentially eligible children.	Ongoing Annual Activity A new Department of Children and Families was established effective July 1, 2006 and became responsible for DYFS. DHSS participated in meetings to review and plan for on-going collaboration.

Improvement Activities	Status
NJEIS and DYFS facilitation of regional and local collaboration with Child Welfare Planning Councils.	<p>Completed for 2005/Ongoing Annual Activity</p> <p>REICs conducted outreach to DYFS offices through mailings and presentations to district offices and DYFS nurses. The Part C Steering Committee recommended that linkages should also be made to Family Service Centers.</p>
Collaborate with SPANs NICU Project to provide information to families about early intervention.	<p>Completed</p> <p>SPAN completed training of NICU support parents who will provide information and support to families in the NICU. Forms were developed to allow the support families to get the names of families in the NICU and to meet with the doctor in charge of the NICU to plan implementation of family information and support services.</p>
Collaborate with the Family Support Committee of the SICC on activities to increase early identification and referral to NJEIS.	<p>Completed for 2005/Ongoing Annual Activity</p> <p>The DHSS began to work on matching electronic birth records with the NJEIS database to identify low birth weight babies and other diagnoses. The referral and eligibility trend with the NJEIS will be examined. Data will be shared and discussed with the SICC committee to advise recommendations for increasing the birth to one population for improving performance on this indicator.</p>
Complete two Physician Trainings through the State Improvement Grant to encourage early identification and referral of children to NJEIS.	<p>Completed</p> <p>Two seminars were conducted during November 2005. A total of 20 participants attended and were offered an independent study. This group included 12 pediatricians, 4 family physicians, 1 nurse, 1 pediatric allergist, 1 neonatologist, and 1 pediatric medical office manager.</p>

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005:

- The following revisions to improvement activities, timelines or resources were recommended or identified by the NJEIS Part C Steering Committee or the State Lead Agency for FFY 2006.

Improvement Activities	Timelines	Resources
Explore opportunities to collaborate with a NJ Immigration Project that is reaching out to, collecting information on, and conducting outreach to immigrant families and health services.	2007-2008	NJEIS REICs SICC Part C Stakeholders

Improvement Activities	Timelines	Resources
Plan presentations at grand rounds and business meetings of hospitals statewide.	2007-2008	NJEIS REICs SICC
Conduct a session at St. Joseph's Hospital in Paterson, an inner city community with typically underserved populations. Links are being forged with the Pediatric Council on Research and Education (PCORE), the charitable foundation of the American Academy of Pediatrics/NJ Chapter (AAP/NJ).	May 2007	NJEIS REICs SICC PCORE
Develop training that will be implemented at physician's offices for office staff that meet the needs of patients and families. This will include the exploration of a link with the ongoing EPIC Children's Futures project, in which PCORE participates, addressing the developmental and psychosocial needs of children 0-3 years of age in the city of Trenton.	2007-2008	NJEIS REICs SICC PCORE
Explore collaboration with ongoing home visiting training projects through Prevent Child Abuse and NJ Academy for Home Visitation Training regarding screening and potential referrals to NJEIS.	2007-2008	NJEIS REICs SICC Part C Stakeholders

Part C State Annual Performance Report (APR) for FFY 2005-2006

Overview of the Annual Performance Report Development: See overview description on page one

Monitoring Priority: Effective General Supervision Part C / Child Find

Indicator 6: Percent of infants and toddlers birth to 3 with IFSPs compared to:

- A. Other States with similar eligibility definitions; and
- B. National data.

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

Measurement:

- A. Percent = [(# of infants and toddlers birth to 3 with IFSPs) divided by the (population of infants and toddlers birth to 3)] times 100 compared to the same percent calculated for other States with similar (narrow, moderate or broad) eligibility definitions.
- B. Percent = [(# 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.

FFY	Measurable and Rigorous Target
2005 (2005-2006)	2.21 percent of infants and toddlers birth to 3 will have IFSPs

Actual Target Data for FFY 2005:

- A. For FFY 2005 (2005-2006), New Jersey served 2.53% of infants and toddlers, birth to three, with IFSPs, compared to states with similar (moderate) eligibility whose average was 2.99% (excluding children at risk).
- B. For FFY 2005 (2005-2006), New Jersey served 2.53% of infants and toddlers, birth to three, with IFSPs, compared to the national average of 2.34% (excluding children at risk).

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005:

- Data used for comparison to the states with similar eligibility and the national average is from 2005 and was obtained from data posted by OSEP at www.rfcnetwork.org.
- New Jersey exceeded the target for this indicator as set by stakeholders for this reporting period.
- The total number of children enrolled in NJEIS on December 1, 2005 (8,815) increased 6.56% from December 1, 2004 (8,272).
- The total number of referrals received from July 1, 2005 through June 30, 2006 was 10% higher (13,932) than the number received from July 1, 2004 through June 30, 2005 (12,653).

Improvement Activities	Status
Run and rank county performance on percentage of children birth to three served based on the December one count compared to county census data.	<p align="center">Completed for 2005/Ongoing Annual Activity</p> <p>Completed ranking in February 2006 based on December 1, 2005 child count. Initially compared to 2004 census data and later updated when 2005 census data became available.</p>
Select counties with low performance and prepare available data on these counties, including referral sources, birth registry data, and diagnosed conditions.	<p align="center">Completed for 2005/Ongoing Annual Activity</p> <p>Provided the four REICs with state and regional data in February 2006.</p>
REICs work with identified counties to analyze data, locate community resources and develop targeted child find and public awareness plans to increase the percentage of children birth to three in the identified county.	<p align="center">Completed for 2005/Ongoing Annual Activity</p> <p>The data were analyzed to direct regional/county childfind efforts for the year. Individual regional reports are available on targeted childfind activities.</p>
Continue ongoing meetings between NJEIS and the Division of Youth and Family Services (DYFS) to develop policy and procedures to ensure appropriate referral of children under Child Abuse Prevention and Treatment Act (CAPTA) and/or potentially eligible children.	<p align="center">Ongoing Annual Activity</p> <p>A new Department of Children and Families was established effective July 1, 2006 and became responsible for DYFS. DHSS participated in meetings to review and plan for on-going collaboration.</p>
NJEIS and DYFS facilitation of regional and local collaboration with Child Welfare Planning Councils.	<p align="center">Completed for 2005/Ongoing Annual Activity</p> <p>REICs conducted outreach to DYFS offices through mailings and presentations to district offices and DYFS nurses.</p>
Collaborate with the Family Support Committee of the SICC on activities to increase referral to NJEIS.	<p align="center">Completed for 2005/Ongoing Annual Activity</p> <p>The DHSS began to work on matching electronic birth records with the NJEIS database to identify low birth weight babies and other diagnoses. The referral and eligibility trend with the NJEIS will be examined. Data will be shared and discussed with the SICC committee to advise recommendations for increasing the birth to three population.</p>

Improvement Activities	Status
Complete two physician trainings through the State Improvement Grant to encourage referral of children to NJEIS.	<p style="text-align: center;">Completed</p> <p>Two seminars were conducted during November 2005. A total of 20 participants attended and were offered an independent study. This group included 12 pediatricians, 4 family physicians, 1 nurse, 1 pediatric allergist, 1 neonatologist, and 1 pediatric medical office manager.</p>
Expand use of bilingual service coordinator associates (SCAs-paraprofessionals) to facilitate communication with families who are non-English-speaking.	<p style="text-align: center;">Ongoing Activity</p> <p>DHSS-NJEIS facilitated opportunities through contracts for Service Coordination Units to employ service coordinator associates with an emphasis of locating individuals from the community.</p>
NJEIS Autism Project Specialist follows national research and incorporates the information into NJEIS recommended practice for the early identification of children on the autism spectrum.	<p style="text-align: center;">Completed for 2005/Ongoing Annual Activity</p> <p>The DHSS-NJEIS continues to employ a full time Autism Project Specialist that advises and serves as a resource to the NJEIS, Department of Health and Senior Services and Governor's Office.</p>

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005:

No revisions to targets, improvement activities, or resources were recommended or identified by the NJEIS Part C Steering Committee or the State Lead Agency for FFY 2006. It is anticipated that improvement activities designed to address Indicator 5 will also support this indicator.

Part C State Annual Performance Report (APR) for FFY 2005-2006

Overview of the Annual Performance Report Development: See overview description on page one

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 eligible infants and toddlers evaluated and assessed)] times 100.

Account for untimely evaluations.

FFY	Measurable and Rigorous Target
2005 (2005-2006)	100 percent of eligible infants and toddlers with IFSPs will have an evaluation and assessment and an initial IFSP meeting conducted within Part C's 45-day timeline.

Actual Target Data for FFY 2005:

For FFY 2005, 86.2% of eligible infants and toddlers with IFSPs received an evaluation and assessment and had an initial IFSP meeting conducted within Part C's 45-day timeline.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005:

- Data reported for this indicator is taken from the NJEIS data system and reflects actual days from the date of referral to the date of the initial IFSP meeting for every eligible child who received an IFSP.
- Data were reported for all twenty-one counties.
- Of 811 children whose initial IFSPs were developed during the January 2006 monitored; 699 of the IFSPs were in compliance with 45 calendar days including the 130 initial IFSP meetings that were delayed because of family reasons and 112 were in non-compliance.
- Included in both the numerator and denominator used to calculate this percentage are the 16.03% (130/811) of the children whose initial IFSP meetings were not completed within 45 days due to family reasons, including families moving, child illness or hospitalization, and failure to attend scheduled appointments.
- The family-initiated reasons were included in the calculations and documented in service coordinator notes and NJEIS data system. Family reasons include child illness or hospitalization, family response time, and family requested delays.
- Specifically, 4.6% (6/130) IFSPs were delayed due to child illness or hospitalization, 60% (78/130) due to delayed family response time/availability, and 35.4% (46/130) due to parent requested delays.

- Delays reported in conducting the initial IFSP meeting that were not related to family-initiated or family-requested delays and reflect non-compliance included 71.4% (80/112) targeted evaluation team delays and 28.6% due to service coordination delays.
- The targeted evaluation team delays were primarily in one county. This county received additional support to increase the availability of targeted evaluations during FFY 2004. In response to the on-going delays, EIPs from the county were recruited to provide back-up targeted evaluations until a new RFP was issued to establish a permanent back-up targeted evaluation team for this county. The RFP was issued in December 2006.
- While data are not yet 100%, this data reflects continuing improvement toward the target of 100%.
- If two counties that were outliers (46% and 71%) were removed from the calculation, the percent of compliance would be 94%.
- Five counties were cited for non-compliance and issued corrective action plans. Since issuing the five corrective action plans required evidence of change progress has resulted in an increase to 90% compliance. The lowest performing county has increased from 46% to 83% compliance. These five agencies continue to be under corrective action plans to be completed as soon as possible but no later than August 2007 which will be within the required one year.

Improvement Activities	Status
Track progress of individual referrals through SPOE data and as necessary address potential delays.	<p align="center">Completed for 2005/Ongoing Annual Activity</p> <p>NJEIS state office and REICs monitor referral data through the state database and, as needed, address potential delays. For example: A county had a significant increase in referrals in one month that was identified and additional targeted evaluation was made available to ensure that the referrals were evaluated timely.</p>
Complete a competitive Request for Proposal to increase the number of Targeted Evaluation Teams and ensure back-up TETs in each county.	<p align="center">Completed</p> <p>An RFP was developed and piloted in two counties where a change in the TET was needed. The RFP will begin to be issued in FFY 2006 based on priority counties in need of back-up TETs.</p>
Conduct monitoring activities on the 45 day requirement annually including a desk audit, conduct inquiry to obtain additional information from counties, issue findings of noncompliance if necessary, implement corrective action plans, provide technical assistance, and assure correction of noncompliance in accordance with federal requirements.	<p align="center">Completed for 2005/Ongoing Annual Activity</p> <p>The desk audit on the 45 day requirement was conducted based on January 2006 IFSPs. Corrective Action Plans were issued and are demonstrating improvement.</p>

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005:

No revisions to targets, improvement activities, or resources were recommended or identified by the NJEIS Part C Steering Committee or the State Lead Agency for FFY 2006.

Part C State Annual Performance Report (APR) for FFY 2005-2006

Overview of the Annual Performance Report Development: See overview description on page one

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:

1. IFSPs with transition steps and services;
2. Notification to LEA, if child potentially eligible for Part B; and
3. 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
2005 (2005-2006)	A. 100% of all children exiting Part C will receive timely transition planning to support the child's transition to preschool and other appropriate community services by their third birthday including: IFSPs with transition steps and services.
	B. 100% of all children exiting Part C will receive timely transition planning to support the child's transition to preschool and other appropriate community services by their third birthday including notification to LEA, if child is potentially eligible for Part B.
	C. 100% of all children exiting Part C will receive timely transition planning to support the child's transition to preschool and other appropriate community services by their third birthday including: a transition conference, if the child is potentially eligible for Part B.

Actual Target Data for FFY 2005:

For FFY 2005, 95.2% of all children exiting Part C received timely transition planning to support their transition to preschool and other appropriate community services by their third birthday including IFSPs with transition steps and services.

For FFY 2005, 98.9% of all children exiting Part C and potentially eligible for Part B received timely transition planning to support their transition to preschool and other appropriate community services by their third birthday including notification to the local education agency (LEA).

For FFY 2005, 96% of all children exiting Part C received timely transition planning to support their transition to preschool and other appropriate community services by their third birthday including a transition conference, if child potentially eligible for Part B.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005:

- Data were reported for all twenty-one counties.
- Data reported for 8A and 8B was collected through the annual self-assessment process.
- 8C was obtained through a desk audit and inquiry using the NJEIS data system.

Indicator 8A

- Data were reported for twenty counties as one county ended their grant with DHSS-EIS during the 2006 state fiscal year and final self-assessment results were therefore not available.
- The 95.2% calculation is based on 216/227 records in compliance.
- If the two outlying counties (82 and 83%) were removed from the calculation, the percent of compliance would be 96.2%.
- The seven counties that were below 100% were required to submit correction plans. As of January 2007, the seven counties have achieved 100% compliance.

Indicator 8B:

- Data were reported for twenty counties as one county ended their grant with DHSS-EIS during the 2006 state fiscal year and final self-assessment results were therefore not available.
- The 98.9% calculation is based on 179/181 records in compliance.
- Eighteen of twenty counties reported 100% compliance, one county was at 89% and one county was at 80%.
- If the two outlier counties were removed from the calculation, the percent of compliance would be 100%.
- The two counties that were below 100% were required to submit correction plans. As of January 2007, one out of the two counties has achieved 100% compliance. The other county is documenting progress and remains under a correction plan.

Indicator 8C:

- Data were reported for all twenty-one counties.
- 612 children turned 3 in May 2006 and 96% (587/612) of those children were found to be in compliance including 248 children that were due to family reasons.
- 69 (28%) of the 248 children received TPCs that were delayed because of family reasons and 179 (72%) families opted out of conducting a TPC meeting. These children were included in both the numerator and the denominator used to calculate the percentage in compliance.
- The family-initiated reasons that were included in these calculations were documented in service coordinator notes and NJEIS data system. Calculations are based upon actual numbers of days from the date of birth of the child to the date of the TPC meeting.
- Of the 25 children determined to be in non-compliance, 56% (14/25) of the children were reported to be delays with the availability of the Child Study Team meeting prior to the child's third birthday and 44% (11/25) were due to NJEIS delays.
- Technical assistance was provided to counties during FFY 2004 to clarify that TPC should not be delayed due to unavailability of the Child Study Team unless at the family's request. Two counties reported this as a reason for delay. One of these counties is a new service coordination contracted agency. Additional technical assistance has been provided to the two counties.
- If the one outlier county (79%) was removed from the calculation, the percent of compliance would be 97%.

- Four counties were issued corrective action plans and continue to improve to maintain 100% compliance prior to the February 2008 APR.

Improvement Activities	Status
<p>Conduct monitoring activities on the transition planning conference requirements and exiting data annually including a desk audit, conduct inquiry to obtain additional information from counties, issue findings of noncompliance if necessary, implement corrective action plans, provide technical assistance and assure correction of noncompliance in accordance with federal requirements.</p>	<p>Completed for 2005/Ongoing Annual Activity</p> <p>The desk audit on the TPC requirement was conducted based on May 2006 children exiting the NJEIS at age three. Corrective Action Plans were issued for 100% compliance as soon as possible but no later than one year.</p>
<p>Revise the self assessment tool to collect LEA notification information.</p>	<p>Completed</p> <p>The self-assessment tool was revised and disseminated for FFY 2005 data collection and reporting.</p>
<p>Track transition activities through monthly self-assessment record reviews and as necessary address issues for improvement.</p>	<p>Completed for 2005/Ongoing Annual Activity</p> <p>Contracted agencies have conducted monthly self-assessment record reviews and, as necessary, initiated improvement plans or correction was identified when the annual self-assessment was reported to the REICs and State office in September 2006.</p>
<p>Conduct review of self-assessment data and any county developed improvement plans annually, conduct inquiry to obtain additional information from counties, issue findings of noncompliance if necessary, implement corrective action plans, provide technical assistance, and assure correction of noncompliance in accordance with federal requirements.</p>	<p>Completed for 2005/Ongoing Annual Activity</p> <p>Agencies requiring correction from 2005 self-assessment related to transition activities were required to submit monthly self-assessment findings to REICs for up to the first six months (January 2007) as a sanction. REICs are tracking improvement and will advise the State office if additional sanctions are needed by February 1, 2007.</p>
<p>Enhance SPOE to allow REICs and Service Coordination Units to run reports to track status of transition planning conferences.</p>	<p>Not Completed</p> <p>These activities were placed on hold after receiving notice from the State Treasury that the enhancements were not allowable under the current contract with the Central Management Office (CMO) vendor. An RFP will be prepared to re-bid the contract during calendar year 2007 to move to an on-line web-based application that will include this and other enhancements.</p>
<p>When the enhancement to SPOE is completed, track transition planning conference data through SPOE data report and as necessary address potential issues in meeting the requirements.</p>	

Improvement Activities	Status
Create and implement a Transition Planning Page for the IFSP form and process.	<p align="center">Completed</p> <p>A revised Transition Planning page was developed and disseminated in January 2006 for implementation effective February 2006.</p>
Continue availability of workshops for families at the regional collaborative offices and transition trainings conducted in collaboration between Parts B & C.	<p align="center">Completed for 2005/Ongoing Annual Activity</p> <p>24 family workshops were conducted for 308 families by the REIC Family Support Coordinators for families during FFY 2005. Workshops were conducted in all four regions.</p> <p>Six Part B/C collaborative workshops, "Turning Three-Transition from Early Intervention Services", were conducted for FFY 2005. The average attendance per workshop is 50-60 people. In addition, Part B/C partnership meetings were held in several counties to encourage communication between school districts and NJEIS service coordination units and EIP provider agencies.</p>
Plan for and conduct a statewide training on Transition requirements.	<p align="center">Not Completed for 2005</p> <p>Delays in final Part B and C regulations delayed this activity. The revised timeline for this activity is FFY 2007.</p>
Revise and disseminate the Transition Booklet for families.	<p align="center">In progress</p> <p>Delays in final Part B and C regulations delayed this activity. Revisions have been made and are pending review by the Department of Education.</p>
Discuss with NJDOE-OSEP the opportunity for collaboration between the Part C and Part B stakeholders regarding transition activities and issues.	<p align="center">In progress</p> <p>Delays in final Part B and C regulations delayed this activity. Revisions have been made and are pending review by the Department of Education.</p>

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005:

No revisions to targets, improvement activities, or resources were recommended or identified by the NJEIS Part C Steering Committee or the State Lead Agency for FFY 2006. The timeline for one improvement activity was adjusted.

Part C State Annual Performance Report (APR) for FFY 2005-2006

Overview of the Annual Performance Report Development: See overview description on page one

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
2005 (2005-2006)	100% of findings will be corrected as soon as possible but in no case later than one year of identification.

Actual Target Data for FFY 2005:

96.3% ((26/27)* 100%) of findings of non-compliance were corrected in a timely manner.

SPP Indicator	a. Number of Findings	b. Number of Corrections
#7 - 45 Days	6	5
#8A - Transition Steps on IFSP	6	6
#8B - Notification	6	6
#8C - Transition Planning Conference	9	9
Total	27	26

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005:

- Twenty-six out of twenty-seven findings of non-compliance were corrected within one year.
- In one county the non-compliance was not corrected within one year of the finding. The corrective action was to be completed by September 2006 and the county was demonstrating acceptable progress in accordance with the targets when a significantly unusual increase in referrals resulted in slippage. As a response DHSS-NJEIS mandated intense technical assistance and on-site support by the REIC. DHSS-NJEIS required additional reporting from the county. As a result of these sanctions, correction of the non-compliance was achieved in December 2006.

Improvement Activities/Timelines/Resources:

Improvement Activities	Status
<p>Conduct Annual Desk Audits with SPOE data to identify potential non-compliance, conduct inquiry to obtain additional information as needed, issue findings of noncompliance if necessary, implementation of corrective action plans, provide technical assistance, and assure correction of noncompliance in accordance with federal requirements.</p>	<p>Completed for 2005/Ongoing Annual Activity</p> <p>Desk audits and Inquiries were conducted in FFY 2005 that identified non-compliance and initiation of corrective action plans. In addition, corrective action plans issued during FFY 2004 were tracked to ensure completion within required timelines.</p>
<p>Conduct Incident Report inquiry with provider agencies to determine if individual child/family issues raised with the Procedural Safeguards Office are indicative of a systemic problem and, if yes, cite a finding of noncompliance, implement a corrective action plan, provide technical assistance, and assure correction of noncompliance in accordance with federal requirements.</p>	<p>Completed for 2005/Ongoing Annual Activity</p> <p>Nine Incident reports were issued and completed without findings of non-compliance.</p>
<p>Identify potential non-compliance issues through annual self-assessment data analysis, conduct inquiry to obtain additional information as needed, issue findings of noncompliance if necessary, implement corrective action plans, provide technical assistance, and assure correction of noncompliance in accordance with federal requirements.</p>	<p>Completed for 2005/Ongoing Annual Activity</p> <p>Self-assessment identified eight counties that required correction. Agencies requiring correction from 2005 self-assessment related to transition activities were required to submit monthly self-assessment findings to REICs for up to the first six months (January 2007) as a sanction. REICs are tracking improvement and will advise the State office if additional sanctions are needed by February 1, 2007.</p>
<p>Conduct on-site focused monitoring visits based on incident reports, procedural safeguards complaints, self-assessment data and concerns identified through on-going review of system point of entry (SPOE) database.</p>	<p>Completed for 2005/Ongoing Annual Activity</p> <p>NJEIS state staff conducted three onsite focused monitoring visits.</p>

Improvement Activities	Status
<p>Identify areas for additional professional development using data from Procedural Safeguards Office reports and implement professional development activities as needed to ensure compliance.</p>	<p>Completed for 2005/Ongoing Annual Activity</p> <p>Based on compliance issues related to transition, the NJEIS developed, disseminated and mandated the inclusion of a new transition page to the State IFSP form.</p>
<p>Review information from procedural safeguards workshops to identify area on which clarification of law, regulations, policies and procedures are needed to ensure compliance. Issue and disseminate clarifications as needed.</p>	<p>Ongoing Annual Activity</p> <p>There were no specific clarifications necessary during this year.</p>

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005:

No revisions to targets, improvement activities, timelines or resources were recommended or identified by the NJEIS Part C Steering Committee or the State Lead Agency for FFY 2006.

Part C State Annual Performance Report (APR) for FFY 2005-2006

Overview of the Annual Performance Report Development: See overview description on page one

Monitoring Priority: Effective General Supervision Part C / General Supervision
--

Indicator 10: Percent of signed written complaints with reports issued that were resolved within 60-day timeline or a timeline extended for exceptional circumstances with respect to a particular complaint.

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

Measurement: Percent = $[(1.1(b) + 1.1(c)) \text{ divided by } 1.1] \text{ times } 100.$

FFY	Measurable and Rigorous Target
2005 (2005-2006)	100% of signed written complaints with reports issued will be resolved within 60-day timeline or a timeline extended for exceptional circumstances with respect to a particular complaint.

Actual Target Data for FFY 2005:

In FFY 2005, 67% (2 out of 3 complaints) of signed written complaints with reports issued were withdrawn or resolved within 60-day timeline.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005:

- During FFY 2005, three signed written complaints were received. Two complaints were withdrawn or dismissed and one complaint was fully investigated and resolved with a written report issued beyond the sixty day timeline. The complaint was not resolved within the 60 day timeline due to a New Jersey state government shut down at the beginning of the new state fiscal year.
- During the OSEP data verification visit to New Jersey in October 2006, the complaint, filed during the FY2006 APR period that was not resolved within sixty days was discussed. OSEP staff suggested during the verification visit and then in the follow-up letter to NJEIS that the state consider revising state procedures to permit the granting of an extension to the complaint resolution timeline as a result of extraordinary circumstances including a state governmental shut down.
- NJEIS has reviewed this matter, agreeing that such an extension would be allowable.
- NJEIS has determined that a change in state procedures is not necessary but that existing procedures would permit such an extension to be granted should such a matter arise in the future. On page 25 of the Procedural Safeguards Handbook the following is written under 5.(h): *The written determination of the Procedural Safeguards Office shall be issued no later than 60 calendar days from receipt of the complaint, except in the case of exceptional circumstances justifying an extension of these time limits. All parties will be informed in writing of the extension, the circumstances for the extension, and the new timelines. Extensions should be given rarely, and only upon a factual showing that "exceptional circumstances" exist justifying such an extension.*

- A written decision on the complaint in question was issued by NJEIS on August 29, 2006. The next complaint was received by NJEIS on December 20, 2006 and a written decision was issued on January 10, 2007 in compliance with required timelines.

Improvement Activities	Status
Maintain a procedural safeguards database to track requests for alternative dispute resolution.	<p>Completed for 2005/Ongoing Annual Activity</p> <p>A procedural safeguards database continues to be maintained and enhanced as needed.</p>
Evaluate and revise the procedural safeguards training format and materials following completion of federal regulations resulting from IDEA reauthorization.	<p>Completed for 2005/Continued for 2006</p> <p>The training was modified and moved under the responsibility of the REIC Training & Technical Assistance Coordinators. This will provide additional training days across the states. It is anticipated that additional modifications will be needed when the final Federal Part C Regulations are published.</p>
Conduct periodic procedural safeguards trainings in each region for practitioners and families.	<p>Completed for 2005/Ongoing Annual Activity</p> <p>Procedural Safeguards training was offered once in each region during SFY 2006.</p>
Link the REIC data regarding informal complaints by families resolved at regional level with the state procedural safeguards database.	<p>This activity is scheduled to begin Summer 2007</p>
Explore the feasibility of developing online training and other innovative learning opportunities for families and practitioners.	<p>This activity is scheduled to begin Summer 2007</p>
Revise Family Rights Handbook.	<p>Completed</p> <p>The Family Rights Handbook was revised, posted on the website, distributed and is being utilized in NJEIS as of February 2007.</p>

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005:

No revisions to targets, improvement activities, timelines or resources were recommended or identified by the NJEIS Part C Steering Committee or the State Lead Agency for FFY 2006.

Part C State Annual Performance Report (APR) for FFY 2005-2006

Overview of the Annual Performance Report Development: See overview description on page one

Monitoring Priority: Effective General Supervision Part C / General Supervision

Indicator 11: Percent of fully adjudicated due process hearing requests that were fully adjudicated within the applicable timeline.

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

Measurement: Percent = [(3.2(a) + 3.2(b)) divided by 3.2] times 100.

FFY	Measurable and Rigorous Target
2005 (2005-2006)	100% of fully adjudicated due process hearing requests will be fully adjudicated within the applicable timeline.

Actual Target Data for FFY 2005:

In FFY 2005, 100% of hearing requests were resolved within the applicable timeline.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005:

- During FFY 2005, six requests for hearing were received. The six requests were resolved without a hearing. Therefore, full compliance is noted.

Improvement Activities	Status
Maintain a procedural safeguards database to track requests for dispute resolution.	Completed for 2005/Ongoing Annual Activity
Link the REIC data regarding informal complaints by families resolved at regional level with the state procedural safeguards database.	This activity is scheduled for Summer 2007
Evaluate and revise the procedural safeguards training format and materials following completion of federal regulations resulting from IDEA reauthorization.	Completed for 2005/Continued for 2006 The training was modified and moved under the responsibility of the REIC Training & Technical Assistance Coordinators. This will provide additional training days across the states. It is anticipated that additional modifications will be needed when the final Federal Part C Regulations are published.

Improvement Activities	Status
Conduct bi-annual or more frequently as needed, training for Hearing Officers.	<p style="text-align: center;">Completed and Ongoing</p> <p>The most recent training for hearing officers was conducted January 3, 2005. The next training will be scheduled upon publication of final Part C regulations to advise hearing officers on necessary revision to NJEIS policies and procedures.</p>
Conduct periodic procedural safeguards trainings in each region for practitioners and families.	<p style="text-align: center;">Completed for 2005/Ongoing Annual Activity</p> <p>Procedural Safeguards training was offered once in each region during SFY 2006.</p>
Continue recruitment of hearing officers to ensure adequate coverage for hearings requested.	<p style="text-align: center;">Ongoing Activity</p> <p>This is an ongoing activity as needed. In SFY 2006 there were adequate numbers of hearing officers available and no additional recruitment was necessary.</p>
Revise Family Rights Handbook.	<p style="text-align: center;">Completed</p> <p>The Family Rights Handbook was revised, posted on the website, distributed and is being utilized in NJEIS as of February 2007.</p>

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005:

No revisions to targets, improvement activities, timelines or resources were recommended or identified by the NJEIS Part C Steering Committee or the State Lead Agency for FFY 2006.

Part C State Annual Performance Report (APR) for FFY 2005

Monitoring Priority: Effective General Supervision Part C / General Supervision

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

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

Measurement: Percent = (3.1(a) divided by 3.1) times 100.

FFY	Measurable and Rigorous Target
	<p align="center">Not applicable for New Jersey Part C system because Part B due process procedures have not been adopted by NJEIS.</p>

Part C State Annual Performance Report (APR) for FFY 2005-2006

Overview of the Annual Performance Report Development: See overview description on page one

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
2005 (2005-2006)	NJEIS had less than ten mediation requests; therefore no targets have been set for this indicator.

Actual Target Data for FFY 2005:

For FFY 2005 (2005-2006), New Jersey's Part C system received five requests for mediation. Four requests resulted in a mediation agreement. One requested mediation was not held as the request was withdrawn.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005:

- As fewer than ten requests for mediation were received during this period, targets are not required to be established.

Improvement Activities	Status
Maintain a procedural safeguards database to track requests for dispute resolution.	Completed for 2005/Ongoing Annual Activity
Link the REIC data regarding informal complaints by families resolved at regional level with the state procedural safeguards database.	This activity is scheduled for Summer 2007
Evaluate and revise the procedural safeguards training format and materials following completion of federal regulations resulting from IDEA reauthorization.	<p style="text-align: center;">Completed for 2005/Continued for 2006</p> <p>The training was modified and moved under the responsibility of the REIC Training & Technical Assistance Coordinators. This will provide additional training days across the states. It is anticipated that additional modifications will be needed when the final Federal Part C Regulations are published.</p>

Improvement Activities	Status
Conduct bi-annual or more frequently as needed, training for Mediators.	<p align="center">Completed and Ongoing</p> <p>The most recent training for mediators was conducted January 3, 2005. The next training will be scheduled upon publication of final Part C regulations to advise mediators on necessary revision to NJEIS policies and procedures.</p>
Conduct periodic procedural safeguards trainings in each region for practitioners and families.	<p align="center">Completed for 2005/Ongoing Annual Activity</p> <p>Procedural Safeguards training was offered once in each region during SFY 2006.</p>
Conduct recruitment of mediators to ensure adequate coverage for hearings requested.	<p align="center">Ongoing Activity</p> <p>This is an ongoing activity as needed. In SFY 2006 there were adequate numbers of mediators available and no additional recruitment was necessary.</p>
Revise Family Rights Handbook.	<p align="center">Completed</p> <p>The Family Rights Handbook was revised, posted on the website, distributed and is being utilized in NJEIS as of February 2007.</p>

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005:

No revisions to targets, improvement activities, timelines or resources were recommended or identified by the NJEIS Part C Steering Committee or the State Lead Agency for FFY 2006.

Part C State Annual Performance Report (APR) for FFY 2005-2006

Overview of the Annual Performance Report Development: See overview description on page one

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 1 for child count, including race and ethnicity, settings and November 1 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).

FFY	Measurable and Rigorous Target
2005 (2005-2006)	<ul style="list-style-type: none"> ▪ 100% of state reported data including 618, SPP and APR will be timely. ▪ 100% of state reported data including 618, SPP and APR will be accurate.

Actual Target Data for FFY 2005:

14a. **100%** of state reported data including 618, SPP and APR are timely.

14b. **100%** of state reported data including 618, SPP and APR are accurate.

	Due Date	Date Submitted
618 Date Table 1	02/01/06	02/01/06
618 Data Table 2	11/01/05	11/01/05
618 Data Table 3	11/01/05	11/01/05
618 Data Table 4	11/01/05	11/01/05
618 Data Table 5	11/01/05	11/01/05
State Performance Plan	12/02/05	12/02/05

In FFY2005 (2005-2006) 100% of New Jersey’s 618 data were accurately reported. The child specific electronic database, standardized state paperwork, and REIC responsibility for data entry assist in ensuring the integrity of data reported.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2005:

- Targets and baseline were revised in response to request from OSEP.
- Data reflects compliance with requirements to report both timely and accurate data.
- Data accuracy is ensured through key components of the statewide mandated forms and NJEIS database. The NJEIS database has features for identifying “funky data” (error), including restricted drop-down lists for data fields that minimize data errors due to typographical error or submission of spurious information. Data must be entered into critical fields in the data system in

order to allow data entry to progress. A data quality tracking matrix has been implemented to watch for and correct “funky data” including identification of inaccurate or missing information and duplicate entries. REICs and SCUs have the capacity within the system to generate reports and review for errors manually. Ongoing on-site and remote consultation and technical assistance is provided to ensure data integrity.

- REIC responsibility for data entry and follow-up assist in ensuring the integrity of data reported.

Improvement Activities	Status
Maintain and enhance the electronic management information business rules to eliminate data entry errors through automated checks and balances.	<p>Completed for 2005/Ongoing Annual Activity</p> <p>The DHSS-NJEIS state staff completed several minor updates to the NJEIS database to automate check and balances including a drop down menu to collect reasons when an Initial IFSP meeting was not conducted within 45 days of the referral date. Additional enhancements are pending the successful re-bid of the Central Management Office contract in FFY 2007.</p>
Conduct periodic data runs of SPOE database to identify and as needed correct missing and/or questionable data.	<p>Completed for 2005/Ongoing Annual Activity</p> <p>The NJEIS state staff developed a data matrix that is used to audit and identify missing or questionable data (funky data).</p>
Maintain a data entry check list and conduct follow-up of missing data or potential data errors.	<p>Completed for 2005/Ongoing Annual Activity</p> <p>The REICs implement a state developed checklist to identify missing or potential data errors when entering data from paper to the electronic data system. The REICs issue “OOPS tickets” to agencies to follow-up on corrections.</p>
Continue enhancements of SPOE Database as described throughout the SPP.	<p>Not Completed</p> <p>This activity was placed on hold after receiving notice from the State Treasury that the enhancements were not allowable under the current contract with the Central Management Office (CMO) vendor. An RFP will be prepared to re-bid the contract during calendar year 2007 to move to an on-line web-based application that will include this and other enhancements.</p>

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2005:

No revisions to targets, improvement activities, timelines or resources were recommended or identified by the NJEIS Part C Steering Committee or the State Lead Agency for FFY 2006.

**Report of Dispute Resolution Under Part C
of the Individuals with Disabilities Education Act
2005-06 Data
Revised 9/27/07**

SECTION A: Signed, written complaints	
(1) Signed, written complaints total	3
(1.1) Complaints with reports issued	1
(a) Reports with findings	1
(b) Reports within timeline	0
(c) Reports within extended timelines	0
(1.2) Complaints withdrawn or dismissed	2
(1.3) Complaints pending	0
(a) Complaints pending a due process hearing	0

SECTION B: Mediation requests	
(2) Mediation requests total	5
(2.1) Mediations	
(a) Mediations related to due process	5
(i) Mediation agreements	4
(b) Mediations not related to due process	0
(i) Mediation agreements	0
(2.2) Mediations not held (including pending)	1

SECTION C: Hearing requests	
(3) Hearing requests total	6
(3.1) Resolution sessions	0
(a) Settlement agreements	0
(3.2) Hearings (fully adjudicated)	0
(a) Decisions within timeline 30 day/Part C	0
(b) Decisions within extended timeline	0
(3.3) Resolved without a hearing	6