

Interagency Coordinating Council Priority Action Plan - 2011



ICC MISSION

To address the needs of families of infants and toddlers with or at risk for developmental delay, the New Mexico Interagency Coordinating Council (ICC) will advise and assist in the implementation of a coordinated and family-centered early childhood service system.

ICC VISION and CORE BELIEFS

All families of infants and toddlers with or at risk for a developmental delay receive quality early intervention supports and services that are:

- **Accessible** - to all groups and communities throughout New Mexico;
- **Respectful** – of individual and family choices, priorities and cultural diversity; and
- **Family-centered** – by working in partnership with families within their everyday routines, activities and places

ICC 2010-2013 STRATEGIC PLAN

Priority Areas

- Quality Assurance / Accountability
- Child Find / Public Awareness / Advocacy
- Professional Development and Support
- Finance

**Interagency Coordinating Council
Priority Action Plan – 2011**

ICC Committees

Quality Assurance / Accountability

Jane Larson, Co-Chair	505-345-6289	jzlaron@nappr.org
Rachel Porcher, Co-Chair	505-720-1539	tporcher@aol.com
Patti Ramsey, FIT Staff Person	505-841-5597	patricia.ramsey@state.nm.us

Child Find / Public Awareness / Advocacy

Tiffani Lovell, Co-Chair	505-867-5053	thlovell68@yahoo.com
Lourdes Vizcarra, Co-Chair	505-235-7844	vizcarral@msn.com
Verna Trujillo, FIT Staff Person	505-476-2420	verna.trujillo@state.nm.us

Professional Development and Support

Robin Wells, Chair	575-562-2264	robin.wells@enmu.edu
Patti Ramsey, FIT Staff Person	505-841-5597	patricia.ramsey@state.nm.us

Finance

Karen Lucero, Chair	505-550-2643	kl_inspirations@mindspring.com
Monica Chlastawa,	505-892-6363	chlastawa@msn.com
Andy Gomm, FIT Staff Person	505-476-8975	andrew.gomm@state.nm.us

Interagency Coordinating Council

Priority Action Plan - 2011

QUALITY ASSURANCE / ACCOUNTABILITY ACTION PLAN

Critical Issue: All FIT activities lead to compliance with APR Indicators

Goal #1: Data collection/Analysis

Action	Measurable Outcome	Who	Partners	By When	Status
Determine what information is collected, by whom, when it is reported and how it is used	Complete list of information collected, etc.	Accountability Committee (AC)	FIT, Andy Gomm, Albert Ericson, Part B (both BIE and PED)	1/1/10	1/27/2010 – Requested FIT program data; working with Patti Ramsey to obtain information
Analyze information collected in relation to APR Indicators and other compliance targets	Determine what information is NOT collected	AC	FITKIDS User Group, Andy Gomm, Albert Ericson	4/30/10	4/14/2010 – Received requested information and will analyze it.
Meet with Medicaid Data Warehouse Users Group regarding potential partnership. Determine if they have data we need that can be shared with us.	Establish data sharing agreement via possible MOU	AC	MDW User Group, Andy Gomm, Albert Ericson	4/30/10	1/27/2010 – Working to add needed committee members: Ida Tewa, Ethel Davis, Maria Varela, Monica Chlastawa, Jennifer Chavez
Upgrade FITKIDS to automate collection of needed information	FITKIDS reports will match compliance indicators	AC	FITKIDS User Group, Andy Gomm, Albert Ericson, Funding Committee, Training Committee	9/30/10	9/13/10-Andy G. negotiating with MAXIMUS to add data points. Andy to update us on data points added. Additional data points most likely need to be added.
Standardize data/indicator parameters for three years to effectively determine compliance trends	Consistent longitudinal data for three years for use with APR Trends report	AC	FIT, Andy Gomm, Albert Ericson, ICC	9/30/10	Patti R. to develop report showing 5 years of trend analysis by provider and by indicator with anticipated completion date of 10/31/10
Review methodology on setting targets for APR Indicators 5 & 6	Establish consistent methodology for setting OSEP compliant targets statewide	AC	Patti R., AC	6/30/11	

Interagency Coordinating Council

Priority Action Plan – 2011

Page 2 of Quality Assurance / Accountability Action Plan

Goal #2: Compliance Trend Analysis

Action	Measurable Outcome	Who	Partners	By When	Status
Analyze compliance data by program, region, specific indicators and other relevant factors	Trend data that informs potential training, technical assistance, program-to program mentorship; funding decisions, and other approaches to improve compliance including potential sanctions	AC	All other ICC committees, Andy Gomm, FIT staff, Early Childhood Training Network	1/15/11	
Collect, analyze and share successes of providers that have reached compliance across all providers statewide	At least one more provider will reach compliance targets	AC	Andy Gomm, FIT staff, ECN, FIT Managers	10/31/10 Ongoing yearly	
Recommend to FIT: Develop/support mentoring relationships between low performing providers and high performing providers	Indicator performance will improve statewide	AC	same	2/15/2011	
Recommend to FIT: Provide necessary training and technical assistance as appropriate	Indicator performance will improve statewide	AC	Same as above and the ICC Training Committee	2/15/2011	

**Interagency Coordinating Council
Priority Action Plan – 2011**

Page 3 of Quality Assurance / Accountability Action Plan

Goal #3: Funding priority decisions are directed to compliance

Action	Measurable Outcome	Who	Partners	By When	Status
Analyze all funding decisions in relation to compliance indicators including documentation and reporting mandates, contracts, and provider agreements	100% of decisions reflect APR or indicator compliance consideration	AC	All ICC committees	April 2011	
Assist providers to develop sophisticated business plans to support compliance and to enable providers to seek non-FIT funding opportunities	100% of providers receive information about grant opportunities from committee	AC	All ICC committees	The RFP cycle FY 2012	

Interagency Coordinating Council

Priority Action Plan – 2011

Page 4 of Quality Assurance / Accountability Action Plan

Goal #4: Providing services in the most effective and efficient manner

Action	Measurable Outcome	Who	Partners	By When	Status
Parent surveys – review methodology on when and how surveys disseminated; how information used to determine training needed, technical assistance needed and program quality. Determine next steps	Appropriate survey data is collected from parents	AC	Andy Gomm, FIT staff, ICC Membership	12/31/2010	9/13/10-Committee began discussion and determined surveys should be done in early spring
Determine if FIT is serving the most in need and the manner in which services are delivered (taskforce) Look at eligibility instruments to assure evaluation method is consistent across all providers	A task force report will be developed as a result of this activity	AC	Same as above with all ICC committees involved	3/31/2011	9/13/10-Evaluation Instruments Subcommittee met and began work with help from ECEP and NECTAC
Develop a suggestions/recommendations for alternative service delivery models that meet compliance requirements while promoting efficiency (Consultative model – intensive therapy services)	Technical Assistance Document developed regarding potential models of efficiencies in service provision	AC	Same as above	12/31/2011	1/27/2010 -Scheduled March 3 meeting with Finance Committee to develop at-risk services models 6/10/2010 – Participated with full ICC to finalize recommendations for eligibility, at risk service models, service models for developmentally delayed and reviewed non-direct service contracts and made recommendations for cuts to some non-direct contracts to allow as much direct service as possible.
Provider surveys (SWOT re: Accountability/QA)	Completed Survey	AC	Same as above	02/28/2011	
Develop a system of periodic surveys to collect needed information	Survey System in place	AC	Same	2/28/2011	

Interagency Coordinating Council

Priority Action Plan – 2011

CHILD FIND / PUBLIC AWARENESS / ADVOCACY ACTION PLAN

Critical Issue #1: Interagency Collaboration

Goal: Increase visibility of services and value of those services

Action	Measurable Outcome	Who	By When	Status
Establish a presence of ICC membership on EC task forces, initiatives, etc.	<ol style="list-style-type: none"> 1. Create a list of agencies that have or are in need of ICC/DOH representation 2. Present list to ICC for additions/duplications 3. Request/assign representation 4. Have ICC representatives report back to chair/co-chair 			FIT Members are currently serving on groups such as ECAN. Would it be helpful to have information reports for the ICC from other state committees?
Partner and collaborate with Early Headstart, Headstart, Optum Health, State Childcare Association	<ol style="list-style-type: none"> 1. Identify key players 2. Establish mutual supports 			The FIT staff currently have a liaison between Head START, Early Head Start, and child care agency through the Inclusion project. The dissemination and presentations to these agency will increase as well as providing materials to direct staff to include training.
Focus on outreach to underserved populations (i.e. rural, homeless, Native American, birth to one)	<ol style="list-style-type: none"> 1. Examine FIT data re: underserved areas of the state 2. Develop & implement plan for reaching the identified communities 3. Evaluate impact based 			EPICS and PRO have been working to make sure that across the state, all pueblos reservations charter house are being contacted and that a presentation on EI services is made available to

**Interagency Coordinating Council
Priority Action Plan – 2011**

	<p>on data collected FY 2011</p>			<p>all families. This includes training, material dissemination, mini workshops. PRO also must develop a Family Leadership plan with each of the EI providers that entails increasing family involvement and leadership opportunities.</p> <p>Our EI Providers must now join force as part of their Child Find /Public Awareness plan to work on rural areas of the state that has not been targeted before. This will help to increase visibility and awareness of EI services as well as other community resources available to families.</p> <p>Will need to work on homeless population, however there are several providers across the state that do service children of homeless families.</p>
--	----------------------------------	--	--	--

Interagency Coordinating Council

Priority Action Plan – 2011

Page 2 of Child Find / Public Awareness / Advocacy Action Plan

Critical Issue #2: Medical Outreach

Goal: Increase visibility of services and value of those services

Action	Measurable Outcome	Who	By When	Status
Follow-up letter sent to doctors after referral.	Provide sample letters to Patti Ramsey to come up one general "suggestion" letter to send out to agencies without letters	NMBSVI, NMSD, Growing in Beauty, Joanne Corwin will call Patti Ramsey (Dr. Alderman Physicians)	Nov 1, '09	FIT has been working with Developmental Screening Initiatives to get more engagement from the medical community. We currently collaborating on training to medical professionals about early identification. We are also working on a statewide "Physicians Referral Form" That will have specific EI provider contact information by region, but will still have all the same pertinent information. In addition we will also be working on a "Status of Referral" that will go back to the medical professional to follow-up. Once we complete this process, we will work on a letter that will go out to Dr.'s explaining both forms.
Identify key individuals within the listed specialists in NM for assistance in distribution of FIT info	Develop Medical Community Outreach List Distribution List	Lourdes Vizcarra Cindy Faris		12/10/2009 - Started on List.
Get developmental screening into more	Based on list	members		1/27 /2010 – Looking into

**Interagency Coordinating Council
Priority Action Plan – 2011**

physician offices: Pediatrics, Family Medicine.				partnering with DSI. (See above report)
Distribute FIT information to the major medical systems in NM: Lovelace, Presbyterian, UNM/CTH, First Choice, IHS, Private Practices, (both Hospitals, NICU, NBN, Post Partum & Clinics), Healthcare for the Homeless (HCH), First Nations, etc.	Based on list	Cindy Faris- (peds input, peds sw) PRO (Denise) – NICU & Special baby Clinic Cindy –Pres Loures - clinics Andrea-PRO Lisa -4 corners Dorene/Paula- IHS clinics NMSBVI-0 to 3 group, rural clinics/hosp		1/27/2010 – Contacted Lovelace social worker.
Provide current FIT Provider Directory to above medical systems.	Based on list	members		1/27/2010 – Updating list

Interagency Coordinating Council

Priority Action Plan – 2011

Page 3 of Child Find/Public Awareness/Advocacy Action Plan

Critical Issue #2 Cont'd: Medical Outreach

Goal: Increase visibility of services and value of those services

Action	Measurable Outcome	Who	By When	Status
<p>Make contact with new physician, Shanon Brown, for the Dev. Screening Initiative 505-925-6032</p>	<p>Call Jane McGrath MD Director, Envision NM UNM/HSC Department of Pediatrics jmcgrath@salud.unm.edu 625 Silver Ave SW Suite 324 Albuquerque, NM 87102 phone: 505-925-7600 fax: 505-925-7601</p> <p>Call Sean McDougale Administrative Assistant II Envision New Mexico Phone#: 505-925-7600</p> <p>Call Fauzia Malik, MPAS, DSI Program Manager, Envision, NM</p> <p>Meet with Shannon Brown MD DSI Project Director</p>	<p>Lourdes Vizcarra</p>		<p>1/27/2010 – Met with DSI Program Manager on 12/15/2009</p> <p>1/27/2010 - Met with DSI, Project Director on 1/6/2010</p>

**Interagency Coordinating Council
Priority Action Plan – 2011**

Page 4 of Child Find/Public Awareness/Advocacy Action Plan

Critical Issue #3: Community Outreach

Goal: Increase visibility of services and value of those services

Action	Measurable Outcome	Who	By When	Status
Update FIT/EI Provider Directory	Ongoing			1/27/2010 – Updated list in process. There is a new FIT Provider list on the back of the new brochures.
Continue CF activities B-3	Ongoing			
Target radio spots, op-ed piece, other media, etc.	Navajo Nation Radio Others San Juan Times Newspaper/radio	Paula Seanez Patti Ramsey & Dana		FIT is working with Cooney Watson who is developing several types of media activities to promote EI services. Radio Spots- Have started to identify local radio station across the state to run PA's. Will get parents to record spots across the state. Bill boards- We will be identifying areas across the state; I-25 through I-40 to have EI boards with simple information.

Interagency Coordinating Council

Priority Action Plan – 2011

				<p>Suggestions GOT Growth? Do you have concerns about your child's growth.</p> <p>Phone Number & Website.</p>
Examine developing Public Service Announcements re: EI		Patti Ramsey & Dana (Cooney Watson)		See Above
<p>Distribute meaningful and compact information for families: Rack card; FIT Provider Directory; DSI Developmental Screening Record</p> <p>*Translate information</p>	<p>Contact WIC offices, food banks, etc. Rack card Provider Directory</p>	<p>Members</p> <p>Patti Ramsey - materials</p>		<p>12/10/2010 - Rack cards given to Medical Students on 10/26/2009</p>

Other PA/CF projects

- a) Z Card- Credit card size pull out card that will have providers contact info, child development mile stones
- b) Pictures of Families- will be used for the FIT FY 11 Calendar
- c) Need to update the ad currently running in *New Mexico Kids!* Magazine- Make more appealing to the audience.
- d) Cream land Campaign-have an ad for EI run on back of milk cartons.
- e) Calendar- Is distributed to; state & Federal agencies, non profits, Early Childhood providers,
- f) Update the "Making A Difference" video. Into DVD's
- g) Revise the Family Handbook with new information and regulations that are new for FY 11; including the IFSP, eligibility requirements, At Risk & Bio/Med changes, and Freedom of Choice for parents.

Interagency Coordinating Council

Priority Action Plan – 2011

PROFESSIONAL DEVELOPMENT AND SUPPORT ACTION PLAN

Critical Issue #1: Appropriate Pre-service Birth to 3 Early Childhood Professional Development

Goal: Embedding Birth to 3 Issues in All Relevant Disciplines

Action	Measurable Outcome	Who	By When	Status
Interface with EC Higher Education Taskforce	Determining if the three relevant pathways (Early Childhood Educator, FIT, Educational Administration) are embedding birth to 3 developmental information	Robin Wells	Ongoing	<p>4/14/2010 – CNM is completing development of AA FIT Studies courses with on-line capability. Courses will begin Fall 2010 with first course offered. Second course offered Spring 2011. Third course offered Summer 2011. Practica will be a part of coursework. Courses may be taken by non-AA students. CEUs may be available for the 3 courses.</p> <p>7/20/10 – course construction for 3 courses and 2 practica is completed; the first course is completely full for the 2010 fall semester and will be offered again in Spring 2011.</p> <p>Begin the development of the BA level FIT courses for implementation in Fall 2011</p>
Gather data as to personnel preparation in the field of birth to 3 from 2 and 4 year institutions including special education, SLP, OT, PT, nursing, psychology, families studies, and counseling	Data from Monkey Survey	UNM CDD evaluator will evaluate the questions prior to the survey	<p>November – survey distributed</p> <p>December – compile and report at ICC meeting</p> <p>January – report findings of the survey</p>	<p>12/10/2009</p> <ul style="list-style-type: none"> • Survey questions developed and need review • Need to determine posting procedure <p>1/27/2010</p> <ul style="list-style-type: none"> • Survey was posted on Survey Monkey with a due date of December 15, 2009. • Survey results available. <p>Robin Wells will report on the September 2010 Higher Ed</p>

**Interagency Coordinating Council
Priority Action Plan – 2011**

				Task Force at the next meeting (Nov. or Dec. 2011)
--	--	--	--	--

Interagency Coordinating Council

Priority Action Plan – 2011

Page 2 of Professional Development and Support Action Plan

Critical Issue #2: Appropriate In-service Birth to 3 Early Childhood Professional Development

Goal: In-service staff will be appropriately supported

Action	Measurable Outcome	Who	By When	Status
Assess the need for reflective supervision training and support for supervisors in the FIT program	Data collected and analyzed with recommendations to FIT		March 2011 at NMAEYC and UNM CDD training participant list	Pending March 2011
Review existing professional development needs from the data obtained on the FIT surveys and IMH survey, and from the survey to be sent to the Higher Education Task Force by Camille Catlett (NPDCI) in April or May 2010	Prioritize professional development needs	Committee-Mette Pedersen & Nancy Treat will send data analysis to the committee	January 2010	1/27/2010 - Present to ICC at the 4/2010 meeting 4/14/2010 –Present needs identified through surveys. Present Camille Catlett's survey results to ICC at 6/10/2010 meeting
Ensure that all FIT trainings are posted on the website	Trainings are posed and accessible	TBD		4/14/2010 – Ask FIT Program who DOH webmaster is so trainings can be posted
Ensure that all relevant trainings are posted on the FIT/CDD website	Trainings are posted and accessible	TBD		
Assess the transition to the Primary Service Provider model	ICC has information from the providers regarding implementation	Provider panels		Pending

Interagency Coordinating Council

Priority Action Plan – 2011

Page 3 of Professional Development and Support Action Plan

Critical Issue #3: Appropriate Training for Advocacy and Support in the FIT System

Goal: Educate to Increase Awareness of the Process and Opportunities

Action	Measurable Output	Who	By When	Status
Provide direction to increase meaningful information for parents Explore the possibility of the School Administrators’ coursework focusing more on special education law (work with the Child Find/Public Awareness/ Advocacy Committee/	Diverse training opportunities through multiple modalities are available throughout the state Parent workshops on special education law	Rachel TBD	TBD TBD	Pending
All new ICC members are mentored and supported during initial years(s)	ICC has a mentorship program in place and materials to distribute; an individual mentor will be assigned to new members			12/10/2009 - New ICC member orientation Investigate the possibility of an on-line member orientation

**Interagency Coordinating Council
Priority Action Plan – 2011**

FINANCE ACTION PLAN

Critical Issue #1: Resolve disparities of funding expectations and costs

Goal #1: Review At-Risk Eligibility Definitions

Milestone: New definitions established for eligibility

Action	Measurable Outcome	Who	By When	Status
Form a task force to review and make recommendations concerning eligibility	Recommendations presented to Finance Committee	Andy Gomm will convene task force	January 2010	1/27/2010 • Task Force met on 1/5/2010 • Task Force recommendations incorporated into draft Issue Brief and presented to ICC at 1/2010 meeting
	Finance Committee review and recommendations made to ICC membership	Finance Committee Chair	January 2010	

Interagency Coordinating Council

Priority Action Plan – 2011

Page 2 of Finance Action Plan

Goal #2: Reevaluate service delivery models and guidelines

Milestone: Establish new guidelines for service delivery

Action	Measurable Outcome	Who	By When	Status
<ol style="list-style-type: none"> 1. Form a task force of EC Coordinators, UNM staff and parents 2. Review national and other state guidelines 3. Review data on current services provided by eligibility category, services provided and intensity of service. 4. Review current prior authorization of 19 service hours. 	<p>Present findings of data review to ICC</p> <p>Present review of other state service guidelines</p>	<p>Andy Gomm</p> <p>Andy Gomm and task force</p>	<p>March 2010</p> <p>July 2010</p>	<p>1/27/2010 – Meeting date is being finalized</p> <p>1/4/2010-Literature reviews were presented to a larger group for review of service guidelines.</p> <p>4/14/2010- Committee has joined with Quality Assurance to review current services to At Risk Population and to look at recommending limitations on service delivery to this group as well as develop a surveillance model some children.</p> <p>6/10/2010 – Participated with full ICC to finalize recommendations for eligibility, at risk service models, service models for developmentally delayed and reviewed non-direct service contracts and made recommendations for cuts to some contracts.</p>

**Interagency Coordinating Council
Priority Action Plan – 2011**

Page 3 of Finance Action Plan

Goal #3: Assess and make recommendations regarding service reimbursement rates

Milestones: Make recommendations for new service reimbursement rates

Action	Measurable Outcome	Who	By When	Status
1. Review service coordination rate methodology	Compare case management rates across different provider types both in state and out-of-state	Andy Gomm and Finance Committee	July 2010	8/20/10-Cannot address at this time due to budget constraints
2. Update independent provider reimbursement rate study utilizing ARRA funding	Report on current costs	Andy Gomm to check on use of short-term funding for this	July 2010	4/14/10-Mini Grants will be available for providers for one-time purchases with money freed up by ARRA SIG Grant
3. Look into reimbursement for interpretive translation service	Report on how other states fund translation	Finance Committee	July 2010	Cannot address at this time due to budget constraints
4. Review reimbursement rate for transportation.	Report on how other states fund transportation	Finance Committee	July 2010	10-15% budget cuts recommended. Some cuts being made for FY11. Further discussion planned
5. Review current contracts	Make recommendations regarding priority needs	Finance Committee	February 2010	<p>1/27/2010 – ICC Finance Committee reviewed Scope of Work for current contracts and recommended tighter scrutiny of deliverables to maximize money available for direct service.</p> <p>6/10/2010 – Participated with full ICC and reviewed non-direct service contracts and made recommendations for cuts to some non-direct contracts to allow for as much direct service as possible.</p>

Interagency Coordinating Council

Priority Action Plan – 2011

Page 4 of Finance Action Plan

Critical Issue #2: Alternative Funding Sources

Goal #1: Make recommendations regarding revision of insurance legislation

Milestone: Increased insurance funding

Action	Measurable Outcome	Who	By When	Status
1. Meet with insurance companies regarding FIT insurance legislation to consider raising annual cap and eliminating co-pays and deductibles.	Review current insurance legislation for potential improvements and recommend action when feasible	Andy Gomm	2011	12/10/2009 - Current health care reform process and budget issues make this year a difficult time to pursue.

Goal #2: Make recommendations regarding use of ARRA funds

Milestone: ARRA funds are expended for program/system enhancements

Action Plan	Measurable Outcome	Who	By When	Status
1. Refine current ARRA funding recommendations	Specific recommendations for use of temporary funding	Finance Committee	December 2009	12/10/2009 - DOH making grants available 8/2010-Further plans for special projects in works for use of ARRA Funding

**Interagency Coordinating Council
Priority Action Plan – 2011**

Page 5 of Finance Action Plan

Goal #3: Look at options for infant mental health and autism services

Action	Measurable Output	Who	By When	Status
1. Meet with Medicaid and NM Infant Mental Health Association regarding infant mental health definition and reimbursement rate.	Recommendations regarding use of funding for infant mental health through behavioral health division	Finance Committee	March 2010	
2. Meet with Medicaid regarding autism services for young children.	Recommendations regarding autism funding within the FIT Program	Finance Committee	March 2010	