

## Introduction to the State Performance Plan (SPP)/Annual Performance Report (APR)

### General Supervision System:

The systems that are in place to ensure that IDEA Part C requirements are met, e.g., monitoring systems, dispute resolution systems.

The Lead Agency in Tennessee for Part C, Individuals with Disabilities Education Act (IDEA) is the State Department of Education (DOE). Tennessee's Early Intervention System (TEIS) is administered through the Division of Special Populations, out of the Early Childhood IDEA Programs (ECIP) unit.

Early Intervention Service (EIS) programs are defined as the nine TEIS-Point of Entry Offices (TEIS-POEs). Staff in these offices are State employees. Each POE has a District Administrator who reports directly to the state's Part C Coordinator who has oversight for the operation of the POE office. State personnel in these offices are responsible for referrals into the system through exit from the system: 1) Part C eligibility determination and 2) all service coordination activities which include IFSP development, oversight of service delivery, and transition. TEIS-POEs utilize the TEIS Operations and Policy Manuals as resources for daily operations. Performances in the TEIS-POEs are measured through **S**pecific **M**easurable **A**chievable **R**ealistic **T**imely (SMART) Job plans; built upon responsibilities for federal compliance and child results.

In Tennessee the child's official educational record is housed in a real-time, web-based data system. Tennessee Early Intervention Data System (TEIDS) contains the demographics; evaluation/eligibility information; Individualized Family Service Plan (IFSP), including the transition plan; contact logs; service logs for delivered services; and an accounts payable section for reimbursement of delivered services.

Monitoring activities are conducted through the following three avenues:

1. **Annual Monitoring:** Tennessee's data management system enables the Lead Agency to track through desk audits the existence of noncompliance and the verification for the correction of child level noncompliance. Full fiscal year census data from TEIDS are utilized annually for the monitoring of federal compliance Indicators 1, 7, and 8C. Compliance with Indicator 8A is maintained through a TEIDS validation. Compliance with Indicator 8B is addressed through quarterly data sharing at the state level between Part C and Part B, 619 preschool. Compliance monitoring and the issuing of written findings, when warranted, occur during September-October for the previous fiscal year.
2. **Dispute Resolution:** Findings of noncompliance may be issued as an outcome of one of the three dispute resolution processes (i.e., administrative complaint, mediation, due process). Identifying noncompliance and issuing a written finding may occur at any time during the year.
3. **Focused Monitoring Activities:** Activities may be either planned or conducted as needed. Planned focused monitoring activities typically arise from possible IDEA or operational issues identified from Early Childhood IDEA Programs leadership which need further investigation. If warranted, focused monitoring is initiated when a particular concern is expressed by someone outside of TEIS. Focused monitoring activities may occur at any time during the year.

A written finding of noncompliance can be issued to an EIS program through any of the monitoring activities described above. When this occurs the Early Childhood IDEA Programs (ECIP) issues a letter of finding along with supporting data and a Corrective Action Plan (CAP) template.

The Lead Agency utilizes direction from the federal Office of Special Education Program's (OSEP) 09-02 Memorandum and OSEP's (9-8-08) Frequently Asked Questions (FAQS) Regarding Identification and Correction of Noncompliance and Reporting on Correction in the State Performance Plan/ Annual Performance Report when determining correction of noncompliance. When correction has been achieved, ECIP issues a letter confirming correction to the POE. The Lead Agency adheres to the OSEP's definition for timely correction – as soon as possible, but not more than one year from the date the finding was issued. The 09-02 Memorandum identifies a "two-prong approach" when determining correction. The Lead agency uses the following steps when determining correction as part of its system of general supervision:

1. **Child-level correction (prong 1).** When child-level noncompliance is discovered (e.g., a child has yet to receive an IFSP service [Indicator 1], have a meeting [Indicators 7 or 8C], or any other child-level compliance issue), the child's TEIDS identification number is recorded within the TEIS-POE's initial CAP template prepared by the Part C Monitoring Coordinator. Immediate attention and correction to any child-level noncompliance is expected. The Part C Monitoring Coordinator verifies correction by reviewing each child's record where noncompliance was identified.
2. **Correct implementation of regulatory requirements (prong 2).** A subsequent review of data is made relative to the finding in order for the Part C Monitoring Coordinator to verify that the TEIS-POE is correctly implementing the specific regulatory requirements. This entails a review of monthly, census data in TEIDS until 100% compliance is achieved.
3. **Pre-finding correction.** The Office of Special Education Programs (OSEP) allows for the correction of noncompliance discovered prior to the issuance of a written letter of finding. If an incident occurs, and when appropriate, the Lead Agency does not issue a finding. Pre-finding correction occurs through a verification of subsequent monthly, census data

in TEIDS demonstrating 100% compliance and the correction of any previous child-level noncompliance prior to the issuance of a written finding.

4. Completion of Corrective Action Plans (CAPs). The Lead Agency additionally utilizes a Corrective Action Plan as part of its system of general supervision. The CAP provides the vehicle for the EIS program to identify systemic issues impacting noncompliance addressing those issues through the development and implementation of a plan of correction. As part of the CAP development, the POE conducts a Root Cause Analysis (RCA) related to system issues across all children which led to the noncompliance. Based on the results of the RCA, corrective action steps are developed which include information regarding timelines and the identification of who is responsible for each action step. The Part C Monitoring Coordinator provides technical assistance to the POE for the development of the CAP. The CAP template becomes a monthly reporting and communication tool between the POE and the Part C Monitoring Coordinator. It is used to document progress status until corrective actions/ measures have been implemented. The Lead Agency uses this third step in the correction process to ensure EIS program leadership have identified and addressed local systemic issues which impact both POE status and state-level compliance.

The Lead Agency also has a mechanism for improvement planning based on annual letters of determination issued to EIS programs (TEIS-POEs). Since spring 2013, program determinations algorithms have included both compliance and results indicator data. A rubric is used to calculate determinations: Meets Requirements, Needs Assistance, Needs Intervention, and Needs Substantial Intervention. The Program Monitor provides technical assistance to any POE falling outside of "Meets Requirements" for the development of an improvement plan.

Working with the Department of Education's (DOE) legal office, the Lead Agency has processes in place to track, investigate, and resolve disputes filed on behalf of infants and toddlers in TEIS. Part C State Regulations have adopted Part B procedures and timelines for processing all disputes filed. With support from the Part C Coordinator, TEIS-POEs are encouraged to resolve concerns locally through the IFSP process. Administrative complaints filed are investigated and resolved by ECIP personnel with guidance from DOE legal personnel. Requests for mediation and due process are handled by DOE legal personnel, working with the ECIP Executive Director and Part C Coordinator. Data regarding disputes are reported annually to the federal Office of Special Education (OSEP) through the EDFacts Metadata and Process system (EMAPS).

#### Technical Assistance System:

The mechanisms that the State has in place to ensure the timely delivery of high quality, evidenced based technical assistance and support to early intervention service (EIS) programs.

The Lead Agency's technical assistance efforts are led by the Early Childhood IDEA Programs (ECIP) Quality Improvement Manager and staff. The Quality Improvement Team utilizes a professional development calendar that outlines all required training for TEIS-Point of Entry Offices (TEIS-POEs) staff, including:

- Annual conference to provide training and support to TEIS-POE staff, topics selected based on needs assessment and monitoring data
- Annual trainings on Early Childhood Outcomes (ECO), TEIS Operations Manual, and Routines-Based Interview (RBI)
- Annual specialty training for POE staff with topics chosen based on needs assessment and monitoring data
- Bi-Annual training for TEIS-POE staff responsible for utilizing the Battelle Development Inventory-2nd Edition (BDI-2) for Part C eligibility determination

In addition to the professional development calendar, the following training/technical assistance activities are provided by the Quality Improvement Team:

- New Hire Training Packet used by TEIS-POE Leadership, with the support of the Quality Improvement Team, to provide onboarding training to all new hires
- Online resources available to TEIS-POE Leadership, called "Debriefs" on the following topics:
  - Early Childhood Outcomes
  - TEIS Operations Manual
  - Routines Based Interview - Functional Goal Development
  - Transition (Steps to Success and TEIS Transition [C to B])
  - Targeted Case Management (TCM)
  - Family-Centered Early Intervention Services

The Quality Improvement Team is currently developing the following new training/technical assistance resources for TEIS-POE staff:

- Online BDI-2 training for all new hires, which is an addition to the one specifically for the staff (Developmental Specialists) who will be completing developmental evaluations, Spring 2015
- Peer newsletter for TEIS staff, which is developed by TEIS staff with support from the Quality Improvement Team, to

provide advice “from the field,” Summer 2015

The Quality Improvement Team is responsible for the development and dissemination of a monthly newsletter to EIRAs (service providers), vendors (service providers), TEIS-POEs, and others. The newsletter contains updates from the Early Childhood IDEA Programs central office and provides information about upcoming meetings or training.

#### Professional Development System:

The mechanisms the State has in place to ensure that service providers are effectively providing services that improve results for infants and toddlers with disabilities and their families.

The Lead Agency’s professional development system is led by the ECIP Quality Improvement Manager and staff. The Quality Improvement Team is responsible for providing training, support, and technical assistance to ensure staff at Early Intervention Resource Agencies (EIRAs) who provide developmental therapy services complete professional development activities required by their contracts. These activities, outlined below, are designed to support early interventionists (EIs) in providing evidence-based quality services to infants and toddlers and their families receiving early intervention services through TEIS.

- Annual Building Best Practices Conference for EIRA staff. Content is developed by a committee consisting of both TEIS staff and EIRA representatives and is based on latest research in the field of early intervention
- Online Professional Educational and Enrichment Resources (PEER) activities for EIRA staff to learn best practice techniques within the field of early intervention
- Online trainings, topics as follows:
  - Family-Centered Early Intervention
  - Guidelines for Tennessee’s data management system Service Log entries
- Contract requirement of 42 hours of training per full time equivalent (FTE) early interventionists (EIs). Training time is pro-rated for staff less than full time.
- EIRA Directors are required to observe one home visit per quarter for each EI working within their agency. The observation is documented on a TEIS developed questionnaire and entered into an online system (Survey Monkey).
- EIRA Directors are required to review EI staff Service Log entries monthly.

#### Stakeholder Involvement:

The mechanism for soliciting broad stakeholder input on targets in the SPP, including revisions to targets.

Tennessee’s State Interagency Coordinating Council (SICC) is the primary stakeholder group for Tennessee’s Early Intervention System (TEIS). The SICC was actively engaged in reviewing, considering, and providing input for Annual Performance Report (APR) result indicator targets.

Early Childhood IDEA Programs (ECIP) staff conducted a trend analysis of APR results indicators for the federal fiscal year period of 2006-07 through 2013-14. This trend analysis included Tennessee’s targets and data with a comparison to national averages, including national highs and lows. Indicator data were presented in a PowerPoint presentation. Trend data were shared with ECIP Leadership who developed recommended FFY 2013-14 through 2018-19 targets for each results indicator. Target recommendations were presented to the SICC membership during the July 2014 meeting. SICC members and visitors at the SICC meeting (i.e., TEIS Early Childhood IDEA Programs (ECIP) staff, TEIS District Administrators and other staff; Early Intervention Resource Agency (EIRA) representatives (service providers); and TEIS vendors (service providers) actively participated in a discussion about targets for each results indicator. Both verbal and written feedback were collected. ECIP staff reviewed and considered all meeting feedback. Some recommended targets were modified based on stakeholder feedback. In other cases stakeholder feedback confirmed proposed targets that ECIP staff had recommended.

At the Jan. 21, 2015 SICC meeting the full APR was reviewed. Targets for specific APR results indicators were revisited and additional feedback gathered from both membership and visitors. All results indicator targets were finalized and approved by the SICC membership for FFY 2013-14 through 2018-19. See attached for a signed copy of the *Annual Report Certification of the Interagency Coordinating Council under Part C of the Individuals with Disabilities Education Act (IDEA)*.

Additionally, stakeholder input was sought relative to the development of the State Systemic Improvement Plan (SSIP), APR Indicator 11. Detailed information on stakeholder input associated with the SSIP will be submitted to OSEP, April 1, 2015.

#### Reporting to the Public:

How and where the State reported to the public on the FFY 2012 performance of each EIS Program or Provider located in the State on the targets in the SPP/APR as soon as practicable, but no later than 120 days following the State’s submission of its FFY 2012 APR, as required by 34 CFR §300.602(b)(1)(i)(A); and a description of where, on its Web site, a complete copy of the State’s SPP, including any revision if the

## FFY 2013 Part C State Performance Plan (SPP)/Annual Performance Report (APR)

State has revised the SPP that it submitted with its FFY 2012 APR in 2014, is available.

Federal report requirements for the performance of each Early Intervention Service (EIS) program (TEIS-POEs) against the state's State Performance Plan (SPP)/ Annual Performance Report (APR) targets are completed and posted on the State's website no later than 120 day following the State's submission of the Annual Performance Report, Feb. 2, 2015. This report is entitled, *Report to the Public*. The State's APR will also be posted at the same location after the close of the federal period of clarification. An email will be sent to SICC membership, TEIS stakeholders, and the Tennessee's Part C Federal OSEP contact informing them of the postings and the website link. The FFY 2012-13 *Report to the Public* and *Annual Performance Report* are currently available on the state's website under "Reports" at [http://tennessee.gov/education/early\\_learning/TEIS\\_reports.shtml](http://tennessee.gov/education/early_learning/TEIS_reports.shtml).

## Indicator 1: Timely provision of services

Monitoring Priority: Early Intervention Services In Natural Environments

Compliance indicator: 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)

### Historical Data

Baseline Data: 2005

FFY	2005	2006	2007	2008	2009	2010	2011	2012
Target		100%	100%	100%	100%	100%	100%	100%
Data	90.96%	94.98%	89.05%	91.95%	97.26%	97.50%	98.38%	97.81%

Key:  Gray – Data Prior to Baseline  Yellow – Baseline

### FFY 2013 - FFY 2018 Targets

FFY	2013	2014	2015	2016	2017	2018
Target	100%	100%	100%	100%	100%	100%

### FFY 2013 SPP/APR Data

#### Prepopulated Data

Source	Date	Description	Data	Overwrite Data
SY 2013-14 Child Count/Educational Environment Data Groups	9/24/2014	Total number of infants and toddlers with IFSPs	4,127	5,252

#### Explanation of Alternate Data

Data prepopulated into GRADS 360 were the State's Federal 618, December 1, 2013 Child Count Data. Child count data represent a point-in-time data collection and are not inclusive of every child who received Individualized Family Service Plan (IFSP) services in FFY 2013-14. The prepopulated data figure was overwritten to account for all children who received IFSPs service beginning July 1, 2013 through June 30, 2014.

### FFY 2013 SPP/APR Data

Number of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner	Total number of infants and toddlers with IFSPs	FFY 2012 Data*	FFY 2013 Target*	FFY 2013 Data
4,714	5252	97.81%	100%	97.22%

Number of documented delays attributable to exceptional family circumstances (this number will be added to the Number of infants and toddlers with IFSPs who receive their early intervention services on their IFSPs in a timely manner)	392
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#### What is the source of the data provided for this indicator?

State monitoring

 State database

Provide the time period in which the data were collected (e.g., September through December, fourth quarter, selection from the full reporting period).

Federal Fiscal Year (FFY) 2013-14 data were reported: July 1, 2013 through Jun. 30, 2014.

Describe how the data accurately reflect data for infants and toddlers with IFSPs for the full reporting period.

Data account for the timely receipt of all services for a child rather than individual services. For example, if a child had three new services initiated on an IFSP and any one of the three were delivered untimely, the child had untimely service delivery. Tennessee defines "timely services" as no longer than 30 days from the date of parent consent on the IFSP for a service.

Data from the Tennessee Early Intervention Data System (TEIDS) included full census data for all Part C eligible infants and toddlers across all IFSP types (i.e., initial, six-month, annual, review change).

Annual data were pulled by the nine Tennessee Early Intervention System-Point of Entry (TEIS-POE) Data Managers and were reviewed by TEIS-POE Leadership prior to submission to the Early Childhood IDEA Programs (ECIP) Part C Monitoring Coordinator. POE data reports accounted for reasons of untimely service delivery (i.e., family or system). A subsequent review of data was completed by ECIP monitoring staff in order to verify reasons for untimely service delivery.

Delays due to exceptional family circumstances documented in the child's record were included in both the numerator and the denominator when calculating percentage of compliance of timely IFSP service delivery as follows:

Total # of Infants/ Toddlers with IFSPs	# of Infants/ Toddlers with Timely Services	# of Infants/ Toddlers with Untimely Services Due to Exceptional Family Circumstances	Total # of Infants/ Toddlers with Timely Service Delivery
5,252	4,714	392	5,106

Provide additional information about this indicator (optional)

All nine EIS programs (i.e., TEIS-POEs) were monitored. Three findings of noncompliance were issued in FFY 2014-15 (monitoring cycle, FFY 2013-14) relative to Indicator 1. The other six programs corrected noncompliance prior to the issuance of a written finding through pre-finding correction.

There were no findings of noncompliance issued for this indicator during FFY 2013-14 (monitoring cycle, FFY 2012-13).

The process for identification and correction of identified noncompliance is detailed in the Annual Performance Report (APR) Introduction under the section entitled, *General Supervision System*.

Actions required in FFY 2012 response table

None

Responses to actions required in FFY 2012 response table, **not including correction of findings**

Correction of Findings of Noncompliance Identified in FFY 2012

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Findings of Noncompliance Identified	Findings of Noncompliance Verified as Corrected Within One Year	Findings of Noncompliance Subsequently Corrected	Findings Not Yet Verified as Corrected
			0

## Indicator 2: Services in Natural Environments

Monitoring Priority: Early Intervention Services In Natural Environments

Results indicator: Percent of infants and toddlers with IFSPs who primarily receive early intervention services in the home or community-based settings.

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

### Historical Data

Baseline Data: 2005

FFY	2005	2006	2007	2008	2009	2010	2011	2012
Target ≥		75.68%	78.02%	80.36%	82.70%	85.04%	85.04%	85.04%
Data	76.00%	77.70%	87.98%	90.03%	86.21%	84.11%	83.85%	82.45%

Key:  Gray – Data Prior to Baseline  Yellow – Baseline

### FFY 2013 - FFY 2018 Targets

FFY	2013	2014	2015	2016	2017	2018
Target ≥	85.04%	85.04%	85.04%	85.04%	85.04%	85.04%

### Targets: Description of Stakeholder Input

Tennessee’s State Interagency Coordinating Council (SICC) is the primary stakeholder group for Tennessee’s Early Intervention System (TEIS). Other stakeholders include TEIS Early Childhood IDEA Programs (ECIP) staff, TEIS-Point of Entry (POE) District Administrators and staff, Early Intervention Resource Agency (EIRA) representatives (service providers) and TEIS vendors (service providers) who attend SICC meetings.

Historical data and proposed targets for results indicators were shared and discussed with SICC members. Members and visitors had opportunity to provide written and verbal feedback regarding proposed targets. Feedback from stakeholders was reviewed and used to establish targets for results indicators.

Stakeholder input is further detailed the Annual Performance Report (APR) [Introduction](#) under the section entitled, *Stakeholder Involvement*.

### Prepopulated Data

Source	Date	Description	Data	Overwrite Data
SY 2013-14 Child Count/Educational Environment Data Groups	9/24/2014	Number of infants and toddlers with IFSPs who primarily receive early intervention services in the home or community-based settings	3,316	
SY 2013-14 Child Count/Educational Environment Data Groups	9/24/2014	Total number of infants and toddlers with IFSPs	4,127	

### FFY 2013 SPP/APR Data

Number of infants and toddlers with IFSPs who primarily receive early	Total number of infants and toddlers with IFSPs	FFY 2012 Data*	FFY 2013 Target*	FFY 2013 Data

intervention services in the home or community-based settings				
3,316	4,127	82.45%	85.04%	80.35%

**Explanation of Slippage**

Settings data were analyzed for all nine TEIS-POEs:

- POEs trend data (FFY 2009-10 through FFY 2013-14)
- POEs by county by service setting (Home and Community)
- POEs by age of child (birth to 1 year, 1 year to two years, two to 3 years)

As a result of these analyses, the Lead Agency reports that overall state slippage of 2.10% in FFY 2013-14 was largely attributable to three TEIS-POEs having lower than the statewide average percentage of children who received the majority of services in home or community settings.

These data analyses were provided to the three POE leadership for their review and input relative to possible contributing factors. All three of the POEs identified availability of specialty service providers (such as, speech therapy, physical therapy, occupational therapy) for in-home early intervention services as a possible factor impacting where services are delivered, particularly in rural areas.

Additional input from these three POEs suggests that the Lead Agency should further examine a possible relationship between a high percentage of children receiving early intervention services in the home or community settings and a low county socio-economic status. This analysis is currently in process and will be used in State Systemic Improvement Plan (SSIP) work.

The Lead Agency will also continue to monitor settings data; including reviewing available services with TEIS-POEs and stakeholders as well as reviewing the state target to ensure it is reflective of current practices.

**Actions required in FFY 2012 response table**

None

**Responses to actions required in FFY 2012 response table**

### Indicator 3: Early Childhood Outcomes

Monitoring Priority: Early Intervention Services In Natural Environments

Results indicator: 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)

#### Historical Data

	Baseline Year	FFY	2005	2006	2007	2008	2009	2010	2011	2012
A1	2008	Target ≥					74.40%	74.90%	74.90%	74.90%
		Data				73.90%	76.70%	75.10%	84.80%	70.99%
A2	2008	Target ≥					46.90%	47.40%	47.40%	47.40%
		Data				46.40%	41.50%	37.80%	42.50%	34.13%
B1	2008	Target ≥					77.90%	78.40%	78.40%	78.40%
		Data				77.40%	74.80%	77.30%	86.20%	74.62%
B2	2008	Target ≥					44.70%	45.20%	45.20%	45.20%
		Data				44.20%	34.40%	36.20%	42.10%	35.46%
C1	2008	Target ≥					76.40%	76.90%	76.90%	76.90%
		Data				75.90%	76.90%	79.30%	89.00%	77.44%
C2	2008	Target ≥					48.90%	49.40%	49.40%	49.40%
		Data				48.40%	37.70%	39.60%	40.30%	34.68%

Key:  Gray – Data Prior to Baseline  Yellow – Baseline

#### FFY 2013 - FFY 2018 Targets

FFY	2013	2014	2015	2016	2017	2018
Target A1 ≥	74.90%	74.90%	74.90%	74.90%	74.90%	74.90%
Target A2 ≥	47.40%	47.40%	47.40%	47.40%	47.40%	47.40%
Target B1 ≥	78.40%	78.40%	78.40%	78.40%	78.40%	78.40%
Target B2 ≥	45.20%	45.20%	45.50%	46.00%	46.50%	47.00%
Target C1 ≥	76.90%	76.90%	76.90%	76.90%	76.90%	76.90%
Target C2 ≥	49.40%	49.40%	49.40%	49.40%	49.40%	49.40%

#### Targets: Description of Stakeholder Input

Tennessee’s State Interagency Coordinating Council (SICC) is the primary stakeholder group for Tennessee’s Early Intervention System (TEIS). Other stakeholders include TEIS Early Childhood IDEA Programs (ECIP) staff, TEIS-Point of Entry (POE) District Administrators and staff, Early Intervention Resource Agency (EIRA) representatives (service providers) and TEIS vendors (service providers) who attend SICC meetings.

Historical data and proposed targets for results indicators were shared and discussed with SICC members. Members and visitors had opportunity to provide written and verbal feedback regarding proposed targets. Feedback from stakeholders was reviewed and used to establish targets for results indicators. Targets will be reviewed annually with the SICC membership and modified when warranted based on data and feedback.

Stakeholder input is further detailed the Annual Performance Report (APR) [Introduction](#) under the section entitled, *Stakeholder Involvement*.

**FFY 2013 SPP/APR Data**

Number of infants and toddlers with IFSPs assessed	2,247
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Does the State’s Part C eligibility criteria include infants and toddlers who are at risk of having substantial developmental delays (or “at-risk infants and toddlers”) under IDEA section 632(5)(B)(i)? No

**Outcome A: Positive social-emotional skills (including social relationships)**

	Number of Children
a. Infants and toddlers who did not improve functioning	12
b. Infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers	496
c. Infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it	797
d. Infants and toddlers who improved functioning to reach a level comparable to same-aged peers	696
e. Infants and toddlers who maintained functioning at a level comparable to same-aged peers	242

	Numerator	Denominator	FFY 2012 Data*	FFY 2013 Target*	FFY 2013 Data
A1. Of those children who entered or exited the program below age expectations in Outcome A, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program $(c+d)/(a+b+c+d)$ .	1,493	2,001	70.99%	74.90%	74.61%
A2. The percent of infants and toddlers who were functioning within age expectations in Outcome A by the time they turned 3 years of age or exited the program $(d+e)/(a+b+c+d+e)$ .	938	2,243	34.13%	47.40%	41.82%

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

	Number of Children
a. Infants and toddlers who did not improve functioning	8
b. Infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers	440
c. Infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it	904
d. Infants and toddlers who improved functioning to reach a level comparable to same-aged peers	750
e. Infants and toddlers who maintained functioning at a level comparable to same-aged peers	145

	Numerator	Denominator	FFY 2012 Data*	FFY 2013 Target*	FFY 2013 Data
B1. Of those children who entered or exited the program below age expectations in Outcome B, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program $(c+d)/(a+b+c+d)$ .	1,654	2,102	74.62%	78.40%	78.69%

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	Numerator	Denominator	FFY 2012 Data*	FFY 2013 Target*	FFY 2013 Data
B2. The percent of infants and toddlers who were functioning within age expectations in Outcome B by the time they turned 3 years of age or exited the program (d+e)/(a+b+c+d+e).	895	2,247	35.46%	45.20%	39.83%

**Outcome C: Use of appropriate behaviors to meet their needs**

	Number of Children
a. Infants and toddlers who did not improve functioning	14
b. Infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers	399
c. Infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it	987
d. Infants and toddlers who improved functioning to reach a level comparable to same-aged peers	719
e. Infants and toddlers who maintained functioning at a level comparable to same-aged peers	126

	Numerator	Denominator	FFY 2012 Data*	FFY 2013 Target*	FFY 2013 Data
C1. Of those children who entered or exited the program below age expectations in Outcome C, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program (c+d)/(a+b+c+d).	1,706	2,119	77.44%	76.90%	80.51%
C2. The percent of infants and toddlers who were functioning within age expectations in Outcome C by the time they turned 3 years of age or exited the program (d+e)/(a+b+c+d+e).	845	2,245	34.68%	49.40%	37.64%

**Was sampling used?** No

**Did you use the Early Childhood Outcomes Center (ECO) Child Outcomes Summary Form (COSF)?** Yes

**Provide additional information about this indicator (optional)**

See the State's Systemic Improvement Plan (SSIP) for additional information regarding on Early Childhood Outcomes (ECO).

**Actions required in FFY 2012 response table**

The State must report progress data and actual target data for FFY 2013 in the FFY 2013 APR.

**Responses to actions required in FFY 2012 response table**

Progress data and actual target data for FFY 2013 are reported in the FFY 2013-14 APR.

### Indicator 4: Family Involvement

Monitoring Priority: Early Intervention Services In Natural Environments

Results indicator: 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)

#### Historical Data

	Baseline Year	FFY	2005	2006	2007	2008	2009	2010	2011	2012
A	2013	Target ≥		90.00%	90.00%	95.00%	95.00%	95.01%	95.01%	95.01%
		Data		94.70%	93.91%	94.47%	94.44%	96.56%	96.42%	95.22%
B	2013	Target ≥		95.00%	95.00%	90.00%	90.00%	90.01%	90.01%	90.01%
		Data		90.28%	89.38%	92.86%	92.16%	94.24%	93.44%	94.06%
C	2013	Target ≥		95.00%	95.00%	94.00%	94.00%	94.01%	94.01%	94.01%
		Data		94.10%	94.16%	95.77%	95.58%	97.25%	96.23%	96.82%

Key:  Gray – Data Prior to Baseline  Yellow – Baseline

#### FFY 2013 - FFY 2018 Targets

FFY	2013	2014	2015	2016	2017	2018
Target A ≥	90.00%	90.20%	90.40%	90.60%	90.80%	91.00%
Target B ≥	93.00%	93.20%	93.40%	93.60%	93.80%	94.00%
Target C ≥	90.00%	90.20%	90.40%	90.60%	90.80%	91.00%

#### Targets: Description of Stakeholder Input

Tennessee’s State Interagency Coordinating Council (SICC) is the primary stakeholder group for Tennessee’s Early Intervention System (TEIS). Other stakeholders include TEIS Early Childhood IDEA Programs (ECIP) staff, TEIS-Point of Entry (POE) District Administrators and staff, Early Intervention Resource Agency (EIRA) representatives (service providers) and TEIS vendors (service providers) who attend SICC meetings.

Historical data and proposed targets for results indicators were shared and discussed with SICC members. Members and visitors had opportunity to provide written and verbal feedback regarding proposed targets. Feedback from stakeholders was reviewed and used to establish targets for results indicators. Targets will be reviewed annually with the SICC membership and modified when warranted based on data and feedback.

Stakeholder input is further detailed the Annual Performance Report (APR) [Introduction](#) under the section entitled, *Stakeholder Involvement*.

#### FFY 2013 SPP/APR Data

Number of respondent families participating in Part C	594
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**FFY 2013 Part C State Performance Plan (SPP)/Annual Performance Report (APR)**

A1. Number of respondent families participating in Part C who report that early intervention services have helped the family know their rights	448
A2. Number of responses to the question of whether early intervention services have helped the family know their rights	594
B1. Number of respondent families participating in Part C who report that early intervention services have helped the family effectively communicate their children's needs	466
B2. Number of responses to the question of whether early intervention services have helped the family effectively communicate their children's needs	594
C1. Number of respondent families participating in Part C who report that early intervention services have helped the family help their children develop and learn	443
C2. Number of responses to the question of whether early intervention services have helped the family help their children develop and learn	594

	FFY 2012 Data*	FFY 2013 Target*	FFY 2013 Data
A. Percent of families participating in Part C who report that early intervention services have helped the family know their rights	95.22%	90.00%	75.42%
B. Percent of families participating in Part C who report that early intervention services have helped the family effectively communicate their children's needs	94.06%	93.00%	78.45%
C. Percent of families participating in Part C who report that early intervention services have helped the family help their children develop and learn	96.82%	90.00%	74.58%

**Explanation of A Slippage**

Slippage in FFY 2013-14 was attributable a change in the survey instrument from a revised version of the National Center for Special Education Accountability and Monitoring (NCSEAM) Survey to Section B, Early Childhood Outcomes (ECO) Family Outcomes Survey-Revised (FOS-R). The FOS-R is a more robust instrument which asks families multiple questions to answer each of the three sub-indicators. ECO recommended methodology for calculation was utilized; families who met the criteria for each indicator had a mean value of 4.0 or greater on associated items for each sub-indicator. See attached copy of the ECO FOS-R survey.

The survey methodology in FFY 2013-14 continued as a point-in-time distribution to all families of Part C eligible infants and toddlers with active IFSPs who have been in TEIS for a minimum of six months. Beginning FFY 2014-15 the Lead Agency implemented a new, year-round distribution method with surveys hand-delivered to families by service coordinators at every six-month and annual IFSP meeting. Families have the option of completing either a paper or online version of the survey.

Targets were revised beginning FFY 2013-14 through FFY 2018-19 based on implementation of the new, more robust survey instrument (ECO FOS-R) as well as a review of the first six months of data from FFY 2014-15 in which the new distribution method was utilized.

**Explanation of B Slippage**

Slippage in FFY 2013-14 was attributable a change in the survey instrument from a revised version of the National Center for Special Education Accountability and Monitoring (NCSEAM) Survey to Section B, Early Childhood Outcomes (ECO) Family Outcomes Survey-Revised (FOS-R). The FOS-R is a more robust instrument which asks families multiple questions to answer each of the three sub-indicators. ECO recommended methodology for calculation was utilized; families who met the criteria for each indicator had a mean value of 4.0 or greater on associated items for each sub-indicator. See attached copy of the ECO FOS-R survey.

The survey methodology in FFY 2013-14 continued as a point-in-time distribution to all families of Part C eligible infants and toddlers with active IFSPs who have been in TEIS for a minimum of six months. Beginning FFY 2014-15 the Lead Agency implemented a new, year-round distribution method with surveys hand-delivered to families by service coordinators at every six-month and annual IFSP meeting. Families have the option of completing either a paper or online version of the survey.

Targets were revised beginning FFY 2013-14 through FFY 2018-19 based on implementation of the new, more robust survey instrument (ECO FOS-R) as well as a review of the first six months of data from FFY 2014-15 in which the new distribution method was utilized.

**Explanation of C Slippage**

Slippage in FFY 2013-14 was attributable a change in the survey instrument from a revised version of the National Center for Special Education Accountability and Monitoring (NCSEAM) Survey to Section B, Early Childhood Outcomes (ECO) Family Outcomes Survey-Revised (FOS-R). The FOS-R is a more robust instrument which asks families multiple questions to answer each of the three sub-indicators. ECO recommended methodology for calculation was utilized; families who met the criteria for each indicator had a mean value of 4.0 or greater on associated items for each sub-indicator. See attached copy of the ECO FOS-R survey.

The survey methodology in FFY 2013-14 continued as a point-in-time distribution to all families of Part C eligible infants and toddlers with active IFSPs who have been in TEIS for a minimum of six months. Beginning FFY 2014-15 the Lead Agency implemented a new, year-round distribution method with surveys hand-delivered to families by service coordinators at every six-month and annual IFSP meeting. Families have the option of completing either a paper or online version of the survey.

Targets were revised beginning FFY 2013-14 through FFY 2018-19 based on implementation of the new, more robust survey instrument (ECO FOS-R) as well as a review of the first six months of data from FFY 2014-15 in which the new distribution method was utilized.

**Describe how the State has ensured that any response data are valid and reliable, including how the data represent the demographics of the State.**

The Lead Agency administers a census-based survey. All families of Part C eligible infants and toddlers with active IFSPs who have been in TEIS for a minimum of six months were identified for the survey and contact was attempted to administer the survey. Point in time family contact information was pulled March 18, 2013. Contact information (i.e., emails, mailing addresses) was pulled from the Tennessee Early Intervention Data System (TEIDS). Two options to complete the survey were provided: online and hard paper copy sent through the mail. Both options included English and Spanish formats.

All families with known email addresses were sent an email inviting them to complete the online survey. Three reminder emails were sent. Paper surveys were mailed to families not yet responding to the online survey and to those without email addresses. The online option was available throughout the entire administration period, April through June 2014. A check for duplicates (paper and online) ensured only one response per family was included in the final analysis. In FFY 2013-14, surveys were disseminated to 2,443 families with 594 (24.3%) providing useable responses.

Due to the smaller numbers of potential respondents and actual responses by minority race/ethnicities (American Indian, Asian, Black, Hawaiian/Pacific Islander, Hispanic, and Multiple Races) these groups were combined and compared to with the majority race/ethnicity (White). Despite conducting a census-based survey, the response rate of the combined minority population was relatively low at 17.0% in contrast to the response rate of 27.5% for the majority population. The level of agreement for White respondents was slightly higher for sub-indicators A (know your rights) and B (communicating your child's needs) while combined minority population scored C (helping your child develop and learn) higher.

Levels of confidence were run to compare results of the White and the combined minority population. Across sub-indicators A, B, C White respondents had margins of error (at 95% confidence level) ranging from 3.1 – 3.4, compared with margins of error for the combined minority population from 6.75 – 7.11. A smaller margin of error translates to higher confidence in the data. TEIS anticipates that implementing a year-round survey will increase overall response rate as well as response rate for minority respondents.

Slippage in FFY 2013-14 was not unexpected due the change to a more rigorous survey instrument. Beginning FFY 2014-15 the Section B, ECO FOS-R survey is administered year-round with surveys hand-delivered to families by service coordinators at every six-month and annual IFSP meeting. The link to the online survey is continually available for families.

**Was sampling used?** No

**Was a collection tool used?** Yes

**Is it a new or revised collection tool?** Yes

Yes, the data accurately represent the demographics of the State

No, the data does not accurately represent the demographics of the State

Submitted collection tool: [TEIS Family Survey](#)

#### Actions required in FFY 2012 response table

In the FFY 2013 APR, the State must report whether its FFY 2013 data are from a group representative of the population, and, if not, the actions the State is taking to address this issue.

#### Responses to actions required in FFY 2012 response table, **not including correction of findings**

The Lead Agency conducted a census-based family survey in FFY2013-14. All families of Part C eligible infants and toddlers in Tennessee with active IFSPs during FFY 2013-14 who had been in the Part C system a minimum of six months were eligible and contact was attempted to include them in the survey. Point in time family contact information was pulled on March 19, 2014 and provided to East Tennessee State University (ETSU), a third party vendor, for administration of the survey.

As in previous years the response rate, particularly the response rate of minorities, was relatively low. In an effort to improve response rate, The Lead Agency moved to a census-based year-round survey in FFY 2014-15. The year-round survey allows parents to complete the survey at any time throughout the year. At each annual and six-month review, the parents are provided a hard copy with an online link and encouraged to complete the survey. Both online and paper surveys are received directly by ETSU. This change in survey administration has provided preliminary evidence of an increase in response rates. Preliminary data for the first six months of FFY 2014-15 show an increase in the average number of monthly respondents at a rate that is 50% over FFY 2013-14. Although actual respondent race/ethnicity data are not yet available for FFY 2014-15, it is anticipated that response rates will increase across all races/ethnicities.

**Indicator 5: Child Find (Birth to One)**

Monitoring Priority: Effective General Supervision Part C / Child Find

Results indicator: Percent of infants and toddlers birth to 1 with IFSPs compared to national data.

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

**Historical Data**

Baseline Data: 2005

FFY	2005	2006	2007	2008	2009	2010	2011	2012
Target ≥		0.80%	0.85%	0.89%	0.89%	0.89%	0.89%	0.89%
Data	0.74%	0.71%	0.71%	0.71%	0.69%	0.65%	0.75%	0.74%

Key:  Gray – Data Prior to Baseline  Yellow – Baseline

**FFY 2013 - FFY 2018 Targets**

FFY	2013	2014	2015	2016	2017	2018
Target ≥	0.89%	0.89%	0.89%	0.89%	0.89%	0.89%

**Targets: Description of Stakeholder Input**

Tennessee’s State Interagency Coordinating Council (SICC) is the primary stakeholder group for Tennessee’s Early Intervention System (TEIS). Other stakeholders include TEIS Early Childhood IDEA Programs (ECIP) staff, TEIS-Point of Entry (POE) District Administrators and staff, Early Intervention Resource Agency (EIRA) representatives (service providers) and TEIS vendors (service providers) who attend SICC meetings.

Historical data and proposed targets for results indicators were shared and discussed with SICC members. Members and visitors had opportunity to provide written and verbal feedback regarding proposed targets. Feedback from stakeholders was reviewed and used to establish targets for results indicators. Targets will be reviewed annually with the SICC membership and modified when warranted based on data and feedback.

Stakeholder input is further detailed the Annual Performance Report (APR) [Introduction](#) under the section entitled, *Stakeholder Involvement*.

**Prepopulated Data**

Source	Date	Description	Data	Overwrite Data
SY 2013-14 Child Count/Educational Environment Data Groups	9/24/2014	Number of infants and toddlers birth to 1 with IFSPs	630	
U.S. Census Annual State Resident Population Estimates April 1, 2010 to July 1, 2013	12/16/2014	Population of infants and toddlers birth to 1	79,296	

**FFY 2013 SPP/APR Data**

Number of infants and toddlers birth to 1	Population of infants and	FFY 2012	FFY 2013	FFY 2013

**FFY 2013 Part C State Performance Plan (SPP)/Annual Performance Report (APR)**

with IFSPs	toddlers birth to 1	Data*	Target*	Data
630	79,296	0.74%	0.89%	0.79%

**Provide additional information about this indicator (optional)**

States are required to compare their child find data to the national average for this indicator. The national average is calculated each year based on the federal 618 Child Count number of children served for 50 states, DC and PR divided by U.S. Census population estimates for the same age group.

The national average for FFY 2013-14 for Indicator 5 is 1.11%. While progress was made in Tennessee from FFY 2012-13, the Lead Agency did not meet its State target or the national average.

Extensive analyses of this indicator were completed at State, TEIS-POE, and county levels for the purpose of identifying trends, possible root causes for low performance, and additional avenues of inquiry. Stakeholders and TEIS staff provided valuable feedback and direction.

**Actions required in FFY 2012 response table**

None

**Responses to actions required in FFY 2012 response table**

**Indicator 6: Child Find (Birth to Three)**

Monitoring Priority: Effective General Supervision Part C / Child Find

Results indicator: Percent of infants and toddlers birth to 3 with IFSPs compared to national data.

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

**Historical Data**

Baseline Data: 2005

FFY	2005	2006	2007	2008	2009	2010	2011	2012
Target ≥		2.00%	2.07%	2.24%	2.37%	2.37%	2.37%	2.37%
Data	1.80%	1.68%	1.80%	1.72%	1.65%	1.67%	1.68%	1.66%

Key:  Gray – Data Prior to Baseline  Yellow – Baseline

**FFY 2013 - FFY 2018 Targets**

FFY	2013	2014	2015	2016	2017	2018
Target ≥	2.37%	2.37%	2.37%	2.37%	2.37%	2.37%

**Targets: Description of Stakeholder Input**

Tennessee’s State Interagency Coordinating Council (SICC) is the primary stakeholder group for Tennessee’s Early Intervention System (TEIS). Other stakeholders include TEIS Early Childhood IDEA Programs (ECIP) staff, TEIS-Point of Entry (POE) District Administrators and staff, Early Intervention Resource Agency (EIRA) representatives (service providers) and TEIS vendors (service providers) who attend SICC meetings.

Historical data and proposed targets for results indicators were shared and discussed with SICC members. Members and visitors had opportunity to provide written and verbal feedback regarding proposed targets. Feedback from stakeholders was reviewed and used to establish targets for results indicators. Targets will be reviewed annually with the SICC membership and modified when warranted based on data and feedback.

Stakeholder input is further detailed the Annual Performance Report (APR) [Introduction](#) under the section entitled, *Stakeholder Involvement*.

**Prepopulated Data**

Source	Date	Description	Data	Overwrite Data
SY 2013-14 Child Count/Educational Environment Data Groups	9/24/2014	Number of infants and toddlers birth to 3 with IFSPs	4,127	
U.S. Census Annual State Resident Population Estimates April 1, 2010 to July 1, 2013	12/16/2014	Population of infants and toddlers birth to 3	238,186	

**FFY 2013 SPP/APR Data**

Number of infants and toddlers birth to 3 with IFSPs	Population of infants and toddlers birth to 3	FFY 2012 Data*	FFY 2013 Target*	FFY 2013 Data
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**FFY 2013 Part C State Performance Plan (SPP)/Annual Performance Report (APR)**

Number of infants and toddlers birth to 3 with IFSPs	Population of infants and toddlers birth to 3	FFY 2012 Data*	FFY 2013 Target*	FFY 2013 Data
4,127	238,186	1.66%	2.37%	1.73%

**Provide additional information about this indicator (optional)**

States are required to compare their child find data to the national average for this indicator. The national average is calculated each year based on the federal 618 Child Count number of children served for 50 states, DC and PR divided by U.S. Census population estimates for the same age group.

The national average for FFY 2013-14 for Indicator 6 is 2.82%. While progress was made in Tennessee from FFY 2012-13, the Lead Agency did not meet its State target or the national average.

Extensive analyses of this indicator were completed at State, TEIS-POE, and county levels for the purpose of identifying trends, possible root causes for low performance, and additional avenues of inquiry. Stakeholders and TEIS staff provided valuable feedback and direction.

**Actions required in FFY 2012 response table**

None

**Responses to actions required in FFY 2012 response table**

## Indicator 7: 45-day timeline

Monitoring Priority: Effective General Supervision Part C / Child Find

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

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

### Historical Data

Baseline Data: 2005

FFY	2005	2006	2007	2008	2009	2010	2011	2012
Target		100%	100%	100%	100%	100%	100%	100%
Data	86.00%	90.02%	84.61%	92.44%	91.73%	96.29%	98.30%	98.40%

Key:  Gray – Data Prior to Baseline  Yellow – Baseline

### FFY 2013 - FFY 2018 Targets

FFY	2013	2014	2015	2016	2017	2018
Target	100%	100%	100%	100%	100%	100%

### FFY 2013 SPP/APR Data

Number of eligible infants and toddlers with IFSPs for whom an initial evaluation and assessment and an initial IFSP meeting was conducted within Part C's 45-day timeline	Number of eligible infants and toddlers evaluated and assessed for whom an initial IFSP meeting was required to be conducted	FFY 2012 Data*	FFY 2013 Target*	FFY 2013 Data
3,212	3,623	98.40%	100%	95.11%

Number of documented delays attributable to exceptional family circumstances (this number will be added to the Number of eligible infants and toddlers with IFSPs for whom an initial evaluation and assessment and an initial IFSP meeting was conducted within Part C's 45-day timeline)	234
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### Explanation of Slippage

All nine EIS programs (i.e., TEIS-POEs) were monitored during FFY 2013-14. Two findings of noncompliance were issued relative to Indicator 7 during FFY 2014-15 (monitoring cycle, FFY 2013-14). The other seven programs corrected noncompliance prior to the issuance of a written finding through pre-finding correction.

The Lead Agency reports that slippage in FFY 2013-14 was largely attributable to one program that experienced a decrease of 13.44% from FFY 2012-13. Focused monitoring results revealed procedural issues leading up to initial Individualized Family Service Plan (IFSP) development. Monitoring activities included a review of children's records in Tennessee Early Intervention Data System (TEIDS) and an on-site review of hard file documentation. Focused monitoring activities culminated during the timeframe for annual monitoring.

There were no findings of noncompliance issued for this indicator during FFY 2013-14 (monitoring cycle, FFY 2012-13).

The process for identification and correction of identified noncompliance is detailed in the Annual Performance Report (APR) [Introduction](#) under the section entitled, *General Supervision System*.

What is the source of the data provided for this indicator?

- State monitoring
- State database

Provide the time period in which the data were collected (e.g., September through December, fourth quarter, selection from the full reporting period).

Federal Fiscal Year (FFY) 2013-14 data were reported: July 1, 2013 through Jun. 30, 2014.

Describe how the data accurately reflect data for infants and toddlers with IFSPs for the full reporting period.

Full census data were used to determine the percent of Part C eligible infants and toddlers who had eligibility determination and initial IFSP development within 45 days of referral into Tennessee's Early Intervention System (TEIS).

Annual data were pulled by the nine Tennessee Early Intervention System Point of Entry (TEIS-POE) Data Managers and were reviewed by TEIS-POE Leadership prior to submission to the Early Childhood IDEA Programs (ECIP) Part C Monitoring Coordinator. POE data reports accounted for reasons of untimely initial IFSP development (i.e., family or system). A subsequent review of data was completed by the ECIP monitoring staff in order to verify reasons for untimely initial IFSP development.

Delays due to exceptional family circumstances documented in the child's record were included in both the numerator and the denominator when calculating percentage of compliance of timely IFSP development as follows:

Total # of Eligible Infants/ Toddlers with Initial IFSP Development	# of Eligible Infants/ Toddlers with Timely Initial IFSP Development	# of Eligible Infants/ Toddlers with Untimely Initial IFSP Development Due to Exceptional Family Circumstances	Total # of Eligible Infants/ Toddlers with Timely Initial IFSP Development
<b>3,623</b>	3,212	234	<b>3,446</b>

Actions required in FFY 2012 response table

None

Responses to actions required in FFY 2012 response table, **not including correction of findings**

Correction of Findings of Noncompliance Identified in FFY 2012

Findings of Noncompliance Identified	Findings of Noncompliance Verified as Corrected Within One Year	Findings of Noncompliance Subsequently Corrected	Findings Not Yet Verified as Corrected
			0

## Indicator 8A: Early Childhood Transition

Monitoring Priority: Effective General Supervision Part C / Effective Transition

Compliance indicator: The percentage of toddlers with disabilities exiting Part C with timely transition planning for whom the Lead Agency has:

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

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

### Historical Data

Baseline Data: 2005

FFY	2005	2006	2007	2008	2009	2010	2011	2012
Target		100%	100%	100%	100%	100%	100%	100%
Data	100%	99.22%	100%	100%	100%	100%	100%	100%

Key:  Gray – Data Prior to Baseline  Yellow – Baseline

### FFY 2013 - FFY 2018 Targets

FFY	2013	2014	2015	2016	2017	2018
Target	100%	100%	100%	100%	100%	100%

### FFY 2013 SPP/APR Data

Data include only those toddlers with disabilities exiting Part C with timely transition planning for whom the Lead Agency has developed an IFSP with transition steps and services at least 90 days, and at the discretion of all parties, not more than nine months, prior to the toddler's third birthday.

- Yes
- No

Number of children exiting Part C who have an IFSP with transition steps and services	Number of toddlers with disabilities exiting Part C	FFY 2012 Data*	FFY 2013 Target*	FFY 2013 Data
3,506	3,506	100%	100%	100%

What is the source of the data provided for this indicator?

- State monitoring
- State database

Provide the time period in which the data were collected (e.g., September through December, fourth quarter, selection from the full reporting period).

Federal Fiscal Year (FFY) 2013-14 data were reported: July 1, 2013 through Jun. 30, 2014.

Describe how the data accurately reflect data for infants and toddlers with IFSPs for the full reporting period.

The Tennessee Early Intervention Data System (TEIDS) contains a validation that assures all Initial Individualized Service Plans (IFSPs) are developed with a transition outcome/goal, including steps and services. This transition outcome/goal must be in place before an Initial IFSP can be saved as final in the child's educational record. The transition goal is reviewed and updated as needed at subsequent IFSP meetings including the formal transition planning conference.

**Actions required in FFY 2012 response table**

None

**Responses to actions required in FFY 2012 response table, not including correction of findings**

**Correction of Findings of Noncompliance Identified in FFY 2012**

Findings of Noncompliance Identified	Findings of Noncompliance Verified as Corrected Within One Year	Findings of Noncompliance Subsequently Corrected	Findings Not Yet Verified as Corrected
			0

## Indicator 8B: Early Childhood Transition

Monitoring Priority: Effective General Supervision Part C / Effective Transition

Compliance indicator: The percentage of toddlers with disabilities exiting Part C with timely transition planning for whom the Lead Agency has:

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

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

### Historical Data

Baseline Data: 2005

FFY	2005	2006	2007	2008	2009	2010	2011	2012
Target		100%	100%	100%	100%	100%	100%	100%
Data	81.18%	99.77%	100%	100%	100%	100%	100%	100%

Key:  Gray – Data Prior to Baseline  Yellow – Baseline

### FFY 2013 - FFY 2018 Targets

FFY	2013	2014	2015	2016	2017	2018
Target	100%	100%	100%	100%	100%	100%

### FFY 2013 SPP/APR Data

#### Data include notification to both the SEA and LEA

- Yes
- No

Number of toddlers with disabilities exiting Part C where notification to the SEA and LEA occurred at least 90 days prior to their third birthday for toddlers potentially eligible for Part B preschool services	Number of toddlers with disabilities exiting Part C who were potentially eligible for Part B	FFY 2012 Data*	FFY 2013 Target*	FFY 2013 Data
2,038	2,281	100%	100%	89.35%

### Explanation of Slippage

In FFY 2013-14, a detailed analysis of both process and data were conducted as a part of a General Supervision System review. It was found that the Lead Agency's central office process for notifying the State Education Agency (SEA) and Local Education Agency (LEA) of potentially eligible toddlers for Part B preschool services was deficient. Some late entry toddlers (ages 2 years 6 months and older) were missed based on the way data were pulled from Tennessee Early Intervention Data System (TEIDS). As a result of this internal review, findings of noncompliance were issued to all nine Tennessee Early Intervention System-Point of Entry (TEIS-POE) offices. Moreover, corrective actions were instituted at the central office during FFY 2014-15 to revise the method in which data are pulled from TEIDS. To facilitate this correction, the Lead Agency

**FFY 2013 Part C State Performance Plan (SPP)/Annual Performance Report (APR)**

contacted and utilized technical assistance from Early Childhood Technical Assistance (ECTA) Center and IDEA Data Center (IDC). Technical Assistance was also provided by the federal Office of Special Education Programs (OSEP) Part C State Contact.

**Describe the method used to collect these data**

Quarterly data were pulled from TEIDS in the State central office and shared with LEAs and the SEA to support the notification requirement of Part C to Part B preschool transition. Contact information on these children was sent to the appropriate LEA so the LEA can contact and make preparations for toddlers who may be potentially eligible for Part B preschool services.

As described in the explanation of slippage above, measures were put in place in the State's central office to correct the method in which child notification data are pulled from TEIDS. Monthly notifications have now been instituted replacing the former quarterly notifications. It is expected this corrective measure will assure all toddlers potentially eligible for Part B preschool services have notification at least 90 days prior to their third birthday.

**Do you have a written opt-out policy? No**

**Actions required in FFY 2012 response table**

None

**Responses to actions required in FFY 2012 response table, **not including correction of findings****

**Correction of Findings of Noncompliance Identified in FFY 2012**

Findings of Noncompliance Identified	Findings of Noncompliance Verified as Corrected Within One Year	Findings of Noncompliance Subsequently Corrected	Findings Not Yet Verified as Corrected
			0

## Indicator 8C: Early Childhood Transition

Monitoring Priority: Effective General Supervision Part C / Effective Transition

Compliance indicator: The percentage of toddlers with disabilities exiting Part C with timely transition planning for whom the Lead Agency has:

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

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

### Historical Data

Baseline Data: 2005

FFY	2005	2006	2007	2008	2009	2010	2011	2012
Target	100%	100%	100%	100%	100%	100%	100%	100%
Data	88.08%	87.34%	88.05%	95.03%	94.09%	96.02%	98.76%	98.31%

Key:  Gray – Data Prior to Baseline  Yellow – Baseline

### FFY 2013 - FFY 2018 Targets

FFY	2013	2014	2015	2016	2017	2018
Target	100%	100%	100%	100%	100%	100%

### FFY 2013 SPP/APR Data

Data reflect only those toddlers for whom the Lead Agency has conducted the transition conference held with the approval of the family at least 90 days, and at the discretion of all parties, not more than nine months, prior to the toddler's third birthday for toddlers potentially eligible for Part B preschool services

- Yes
- No

Number of toddlers with disabilities exiting Part C where the transition conference occurred at least 90 days, and at the discretion of all parties at least nine months prior to the toddler's third birthday for toddlers potentially eligible for Part B	Number of toddlers with disabilities exiting Part C who were potentially eligible for Part B	FFY 2012 Data*	FFY 2013 Target*	FFY 2013 Data
1,837	2,281	98.31%	100%	98.06%

### What is the source of the data provided for this indicator?

- State monitoring
- State database that includes data for the entire reporting year

Provide the time period in which the data were collected (e.g., September through December, fourth quarter, selection from the full reporting period).

Federal Fiscal Year (FFY) 2013-14 data were reported: July 1, 2013 through Jun. 30, 2014.

**Describe how the data accurately reflect data for infants and toddlers with IFSPs for the full reporting period.**

Yearly data were compiled by the nine Tennessee Early Intervention System-Point of Entry (TEIS-POE) Data Managers and were reviewed by TEIS-POE Leadership prior to submission to the Early Childhood IDEA Programs (ECIP) Part C Monitoring Coordinator. POE data reports accounted for reasons of untimely LEA transition planning conferences (i.e., family or system). A subsequent review of data was completed by the ECIP monitoring staff in order to verify reasons for untimely service delivery.

Delays due to exceptional family circumstances documented in the child's record were included in both the numerator and the denominator when calculating percentage of compliance of timely IFSP service delivery as follows:

Total # of Toddlers Exiting Part C Potentially Eligible for Part B Preschool Services	# Parents Who Refused a Transition Planning Conference	# of Toddlers with LEA Transition Planning Conferences	# of Timely LEA Transition Planning Conferences	# of Toddlers with Untimely LEA Transition Planning Conferences Due to Exceptional Family Circumstances	Total # of In-Toddlers with LEA Transition Planning Conferences
2,281	272	2009	1837	133	1970

**Provide additional information about this indicator (optional)**

All nine EIS programs (i.e., TEIS-POEs) were monitored during FFY 2013-14. One finding of noncompliance was issued in FFY 2014-15 relative to Indicator 8C. One program demonstrated 100% compliance for the federal fiscal year. The other seven programs corrected noncompliance through a subsequent full census data prior to the issuance of a written finding through pre-finding correction.

There were no findings of noncompliance issued for this Indicator during FFY 2013-14 [monitoring cycle, FFY 2012-13].

The process for identification and correction of identified noncompliance is in detailed the Annual Performance Report (APR) [Introduction](#) under the section entitled, *General Supervision System*.

**Actions required in FFY 2012 response table**

None

**Responses to actions required in FFY 2012 response table, not including correction of findings**

Correction of Findings of Noncompliance Identified in FFY 2012

Findings of Noncompliance Identified	Findings of Noncompliance Verified as Corrected Within One Year	Findings of Noncompliance Subsequently Corrected	Findings Not Yet Verified as Corrected
			0

## Indicator 9: Resolution Sessions

Monitoring Priority: Effective General Supervision Part C / General Supervision

Results indicator: 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)

### Historical Data

Baseline Data:

FFY	2005	2006	2007	2008	2009	2010	2011	2012
Target ≥								
Data								

Key:  Gray – Data Prior to Baseline  Yellow – Baseline

### FFY 2013 - FFY 2018 Targets

FFY	2013	2014	2015	2016	2017	2018
Target ≥						

### Targets: Description of Stakeholder Input

There were no resolution sessions held for FFY 2013-14. States are not required to establish baseline or targets if the number of resolution sessions is less than 10. Information regarding status of Indicator 9: Resolution Sessions was shared with the State Interagency Coordinating Council (SICC) membership, January 2015.

### Prepopulated Data

Source	Date	Description	Data	Overwrite Data
EMAPS IDEA Part B Dispute Resolution Survey; Section C: Due Process Complaints	11/12/2013	3.1 Number of resolution sessions	0	
EMAPS IDEA Part B Dispute Resolution Survey; Section C: Due Process Complaints	11/12/2013	3.1(a) Number resolution sessions resolved through settlement agreements	0	

### FFY 2013 SPP/APR Data

3.1 Number of resolution sessions	3.1(a) Number resolution sessions resolved through settlement agreements	FFY 2012 Data*	FFY 2013 Target*	FFY 2013 Data
0	0			

### Actions required in FFY 2012 response table

None

Responses to actions required in FFY 2012 response table

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## Indicator 10: Mediation

Monitoring Priority: Effective General Supervision Part C / General Supervision

Results indicator: Percent of mediations held that resulted in mediation agreements.

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

### Historical Data

Baseline Data: 2005

FFY	2005	2006	2007	2008	2009	2010	2011	2012
Target ≥								
Data			50.00%	100%	100%			100%

Key:  Gray – Data Prior to Baseline  Yellow – Baseline

### FFY 2013 - FFY 2018 Targets

FFY	2013	2014	2015	2016	2017	2018
Target ≥						

### Targets: Description of Stakeholder Input

There were no requests for mediation during FFY 2013-14. States are not required to establish baseline or targets if the number of mediations is less than 10. Information regarding status of Indicator 10: Mediations were shared with the State Interagency Coordinating Council (SICC) membership, January 2015.

### Prepopulated Data

Source	Date	Description	Data	Overwrite Data
EMAPS IDEA Part B Dispute Resolution Survey; Section B: Mediation Requests	11/5/2014	2.1.a.i Mediations agreements related to due process complaints	0	
EMAPS IDEA Part B Dispute Resolution Survey; Section B: Mediation Requests	11/5/2014	2.1.b.i Mediations agreements not related to due process complaints	0	
EMAPS IDEA Part B Dispute Resolution Survey; Section B: Mediation Requests	11/5/2014	2.1 Mediations held	0	

### FFY 2013 SPP/APR Data

2.1.a.i Mediations agreements related to due process complaints	2.1.b.i Mediations agreements not related to due process complaints	2.1 Mediations held	FFY 2012 Data*	FFY 2013 Target*	FFY 2013 Data
0	0	0	100%		

### Actions required in FFY 2012 response table

None

**Responses to actions required in FFY 2012 response table**

## Indicator 11: State Systemic Improvement Plan

Monitoring Priority: General Supervision

Results indicator: The State's SPP/APR includes a State Systemic Improvement Plan (SSIP) that meets the requirements set forth for this indicator.

### Baseline Data

FFY	2013
Data	39.83%

### FFY 2014 - FFY 2018 Targets

FFY	2014	2015	2016	2017	2018
Target	45.20%	45.50%	46.00%	46.50%	47.00%

### Description of Measure

### Targets: Description of Stakeholder Input

### Data Analysis

A description of how the State identified and analyzed key data, including data from SPP/APR indicators, 618 data collections, and other available data as applicable, to: (1) select the State-identified Measurable Result(s) for Infants and Toddlers with Disabilities and their Families, and (2) identify root causes contributing to low performance. The description must include information about how the data were disaggregated by multiple variables (e.g., EIS program and/or EIS provider, geographic region, race/ethnicity, socioeconomic status, gender, etc.) As part of its data analysis, the State should also consider compliance data and whether those data present potential barriers to improvement. In addition, if the State identifies any concerns about the quality of the data, the description must include how the State will address these concerns. Finally, if additional data are needed, the description should include the methods and timelines to collect and analyze the additional data.

### Analysis of State Infrastructure to Support Improvement and Build Capacity

A description of how the State analyzed the capacity of its current infrastructure to support improvement and build capacity in EIS programs and/or EIS providers to implement, scale up, and sustain the use of evidence-based practices to improve results for infants and toddlers with disabilities and their families. State systems that make up its infrastructure include, at a minimum: governance, fiscal, quality standards, professional development, data, technical assistance, and accountability/monitoring. The description must include current strengths of the systems, the extent the systems are coordinated, and areas for improvement of functioning within and across the systems. The State must also identify current State-level improvement plans and other early learning initiatives, such as Race to the Top-Early Learning Challenge and the Home Visiting program and describe the extent that these new initiatives are aligned, and how they are, or could be, integrated with, the SSIP. Finally, the State should identify representatives (e.g., offices, agencies, positions, individuals, and other stakeholders) that were involved in developing Phase I of the SSIP and that will be involved in developing and implementing Phase II of the SSIP.

### State-identified Measurable Result(s) for Infants and Toddlers with Disabilities and Their Families

## FFY 2013 Part C State Performance Plan (SPP)/Annual Performance Report (APR)

A statement of the result(s) the State intends to achieve through the implementation of the SSIP. The State-identified Measurable Result(s) for Infants and Toddlers with Disabilities and their Families must be aligned to an SPP/APR indicator or a component of an SPP/APR indicator. The State-identified Measurable Result(s) for Infants and Toddlers with Disabilities and their Families must be clearly based on the Data and State Infrastructure Analyses and must be a child- or family-level outcome in contrast to a process outcome. The State may select a single result (e.g., increase the rate of growth in infants and toddlers demonstrating positive social-emotional skills) or a cluster of related results (e.g., increase the percentage reported under child outcome B under Indicator 3 of the SPP/APR (knowledge and skills) and increase the percentage trend reported for families under Indicator 4 (helping their child develop and learn)).

*Statement*

*Description*

### Selection of Coherent Improvement Strategies

An explanation of how the improvement strategies were selected, and why they are sound, logical and aligned, and will lead to a measurable improvement in the State-identified Measurable Result(s) for Infants and Toddlers with Disabilities and their Families. The improvement strategies should include the strategies, identified through the Data and State Infrastructure Analyses, that are needed to improve the State infrastructure and to support EIS program and/or EIS provider implementation of evidence-based practices to improve the State-identified result(s) for infants and toddlers with disabilities and their families. The State must describe how implementation of the improvement strategies will address identified root causes for low performance and ultimately build EIS program and/or EIS provider capacity to achieve the State-identified Measurable Result(s) for Infants and Toddlers with Disabilities and their Families.

### Theory of Action

A graphic illustration that shows the rationale of how implementing the coherent set of improvement strategies selected will increase the State's capacity to lead meaningful change in EIS programs and/or EIS providers, and achieve improvement in the State-identified Measurable Result(s) for Infants and Toddlers with Disabilities and their Families.

**Submitted Theory of Action:** [TN Part C Theory of Action](#)

Illustration



Provide a description of the provided graphic illustration (optional)

## Certify and Submit your SPP/APR

This indicator is not applicable.