



**NEW YORK CITY EARLY INTERVENTION COORDINATING COUNCIL (LEICC)
MEETING OF NOVEMBER 27, 2012**

AGENDA ITEMS	DISCUSSION
MEETING CONVENED AT 10:02 AM	The following members were present: Marie B. Casalino, Assistant Commissioner Braden Josephson, LEICC Chair Nancy Calderon-Cruz Mary DeBey Kathleen Hoskins Lois Kessler Helen Murphy Toni Rodriguez Lisa Shulman Mina Sputz Oliver Trinidad Catherine Warkala
<u>WELCOME AND INTRODUCTIONS</u> <u>REVIEW AND APPROVAL OF 7.24.12 MINUTES</u>	Braden Josephson, LEICC Chair <ul style="list-style-type: none">• Review of procedures and ground rules for LEICC meetings:<ul style="list-style-type: none">○ Attendees should pre-register on the LEICC website for LEICC meetings.○ Audience does not address LEICC during meeting.○ Audience members may sign up with Felicia Poteat to speak during public comment period. • Minutes from the July 2012 meeting were approved.



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<p><u>DEPARTMENT REPORT</u></p> <p><u>HURRICANE SANDY UPDATE</u></p> <p><u>POLICIES AND PROCEDURES</u></p> <p><u>EMBEDDED COACHING</u></p>	<p>Marie Casalino, Assistant Commissioner</p> <ul style="list-style-type: none">• LEICC is continuing with the meeting registration process online.• Documents to be discussed at the meeting are emailed to Council members and posted online; hard copies are not provided at meetings with the exception of the meeting agenda. • The Bureau of Early Intervention (BEI) emailed a Frequently Asked Questions (FAQ) document to all contracted Early Intervention providers on 11/13/12.• BEI is aware that administrative processes were disrupted by the storm.• Ireti Bobb, Director of Early Intervention Services, reported that providers were asked to submit to Provider Oversight a spreadsheet listing children who did not receive authorized services between 10/29/12 and 11/13/12. As of 11/16/12, half of the provider agencies had submitted their lists.• BEI will continue to communicate with providers and will work with them through the Regional Offices.• Anthony Faciane, Senior Director of Revenue, reported that BEI Finance emailed a billing FAQ document to all contracted Early Intervention providers. The deadline for submission of claims has been extended to 90 days, effective through 2/1/13. • The Amendment and Service Coordination chapters of the Policy and Procedure Manual are in review and a Policy Review Committee meeting is scheduled for 12/10/12. The full LEICC should see the documents by 12/31/12. • Embedded Coaching (EC) has become the standard of care for Early Intervention across the county.• BEI's Learning Collaborative has been operating for about two (2) years.• Practice Mentors continue to hold Communities of Practice (CoPs) and conduct observations.
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<p><u>CURRICULUM BASED ASSESSMENT PILOT INITIATIVE</u></p> <p><u>PROVIDER OVERSIGHT</u></p>	<ul style="list-style-type: none">• BEI staff have attended CoPs and given feedback. Dr. Casalino attended a CoP.• BEI is creating EC materials for a wider audience and is working on webinars and videos that will be available on the website.• BEI will also collaborate with an academic partner in order to train new practitioners in the EC approach. Mary DeBey initiated these efforts by setting up a meeting between BEI and Brooklyn College leadership to discuss an ongoing training and professional development program for students.• Dr. DeBey stated that she hopes the collaboration serves as a model and noted that the embedded practice concept is aligned with the Brooklyn College philosophy, and will be integrated into undergraduate and graduate programs, as well as with education coursework. The other part of the collaboration addresses how to support current practitioners.• Jeanette Gong, Director of Intervention Quality Initiatives, noted that a mentor network is being developed to help further integrate EC into clinical practices.<ul style="list-style-type: none">○ Dr. Casalino noted that there is a new LEICC committee being created to focus on these efforts, to be chaired by Dr. DeBey. Any LEICC member can join by e-mailing Felicia Poteat. Non-members should submit a resume to Braden Josephson and Felicia Poteat to be considered for membership. • This initiative was presented at the last LEICC meeting and is proceeding with a scheduled January launch.• The goal of the initiative is to inform BEI decision-making about the use of a Curriculum Based Assessment (CBA) of child progress.• BEI received a number of applications for participation by agencies, and is extending the application deadline to 12/3/12. <p>Nora Puffett, Director of Administration & Data Management</p> <ul style="list-style-type: none">• The enhanced provider oversight process is going well.• Corrective Action Plans are being submitted to BEI.• One hundred percent of agencies will have received monitoring visits by February 2013, with 75% of agency visits being completed by the end of 2012.
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	<ul style="list-style-type: none"> • The same trends continue to be seen: service coordination is a concern. • Individual agencies are showing drastically different results across different service types. • Provider Oversight reached out to all providers after Hurricane Sandy and is working with those affected regarding capacity. Two (2) agencies continue to experience administrative difficulties following the hurricane. • Dr. Josephson asked what the concern with service coordination was. Ms. Puffett responded that it referred to programmatic monitoring and that service coordination regulatory compliance is measured by documentation, not direct observation. • Service coordination responsibilities will change based on changes in 2012 – 2013 legislation. • Dr. DeBey asked if the monitoring instrument is available. Ms. Puffett replied that all standards are available online in the form of a self-assessment tool.
<p><u>STATE EARLY INTERVENTION COORDINATING COUNCIL (SEICC) REPORT</u></p>	<p>Marie Casalino, Assistant Commissioner</p> <ul style="list-style-type: none"> • Dr. Casalino provided an update on the SEICC meeting held on September 6, 2012. • Talina Jones has been appointed Chair of the SEICC. • There was a report from the State Group Developmental Task Force. The group’s next step is to develop standards for group developmental work. • There was discussion of the State budget reforms. There will be a statewide fiscal agent. The scope of work for the fiscal agent RFP is in development. • Regulations need to be reviewed based on the legislative reforms. A date has not yet been set for the review. • There were two (2) public forums held following the Notice of Proposed Rulemaking. • Guidance was offered on Office for People with Developmental Disabilities (OPWDD) referrals. • Service coordinators will have additional responsibilities including referral to OPWDD, reporting on service delivery, and involvement in transition planning. • The State Education Department (SED) corporate practice waiver application was due



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November 26th. There has been a request to extend the deadline; the decision will be made by the SED and posted on its website. BEI notified all providers to remind them of the application deadline.

- Ms. Puffett noted that BEI staff reached all providers and heard from most agencies that their applications had been submitted. SED is delayed in processing the applications.
- Concern about service coordinator training was brought to the SEICC. A committee was formed.
- There is concern about how Assistive Technology (AT) will be handled in the new process. There will be a formal report at the December 2012 meeting. SDOH says it will work with municipalities and providers.
- There was discussion about the Conflict of Interest regulations. A motion was made to withdraw the proposed changes, and the motion was passed.
- OSEP data must be reported by 2/1/13. OSEP measures are being examined and are expected to change from regulatory to outcome-focused.
- The public comment period for the Conflict of Interest regulations ended on 10/22/12. SDOH received over 3,000 comments.
- BEI expects to hear by 12/1/12 if the regulations have been approved in part or whole.

LEGISLATIVE UPDATE

Lidiya Lednyak, Director of Policy and Quality Assurance

- Ms. Lednyak gave a synopsis of the proposed Conflict of Interest regulations.
 - Section 69.4.11: for children referred on or after 12/1/12, the evaluator cannot also provide services. The regulation provides for two (2) waivers: 1) a case-specific waiver for special cases, in consultation with the Early Intervention Official (EIO) and 2) a system-wide waiver issued if a shortage of evaluators or service providers is seen in a specific region of the State. In addition, service coordinators cannot assign a case to a relative unless disclosed to and consented to by the family.
 - Section 69.4.5: service coordination and evaluation roles cannot overlap. Individuals who provide both service coordination and evaluation must apply to do one of the



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	<p>two; the other role will be terminated.</p> <ul style="list-style-type: none">○ Marketing is not allowed to influence or give incentives for referrals. All provisions apply on the child level, not the agency level, with the exception of individuals who currently provide both service coordination and evaluation.● Ms. Calderon-Cruz asked if New York City (NYC) is expected to have any new procedures related to the regulatory changes. Ms. Lednyak replied “yes”, but stated that BEI needs to see the final language of the regulations first.● Dr. Casalino noted that NYC’s policies and procedures are interpretations of State regulations that provide guidance on how to carry out statutes. All NYC policies and procedures are vetted by SDOH for compliance. BEI expects the same kind of activity to take place in response to the changes.● Municipalities’ provider contracts are scheduled to end by 3/31/13, with SDOH provider agreements in effect as of 4/1/13. This change is a contracting and fiscal change that should not affect families.● Ms. Rodriguez noted that, as a parent, she is anxious about the changes. Dr. Josephson suggested that it might be helpful to have an “Information for Families” section on the BEI website. Dr. Casalino stated that BEI is looking at ways to have better communication with parents. However, she also noted that providers’ anxiety about changes should not filter down to families.● A draft of the SDOH provider agreement was sent to stakeholders on 11/23/12 with comments due by 12/7/12.● The first group of provider agreements will be sent to providers currently in contract with municipalities; this is expected to go out before 4/1/13. The second group of agreements will go to individuals and agencies that are not currently in contract with a municipality, are interested in providing services, and wish to bill through the State fiscal agent; these agreements will go out after 4/1/13. The third group of agreements will go to individuals not in the first two (2) groups who would like to bill through an agency.● Mr. Faciane highlighted the billing changes related to the regulatory changes. Providers will still submit claims through the NYEIS interface, but claims will be routed directly to commercial insurance, Medicaid or the fiscal agent for payment rather than being paid by
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<p><u>DATA REPORT</u></p>	<p>NYC. Providers should continue to submit claims with the same level of accuracy to ensure timely payment. In addition, guidance was issued regarding AT billing. Providers can submit AT claims directly.</p> <ul style="list-style-type: none">• Dr. Shulman asked how agencies can determine medical necessity, and Dr. Josephson asked if services authorized as part of an IFSP counts as proof of medical necessity. Ms. Lednyak responded that it is unclear if IFSP authorization is sufficient and that a prescription or the CH205 may assist in documenting medical necessity.• Dr. Murphy asked about the procedure for addressing rejected claims. Mr. Faciane replied that the details are still to be determined by the fiscal agency, and that it will be the provider's responsibility to deal with denials.• Dr. Shulman noted the importance of keeping the medical community informed.• BEI will continue its provider oversight process with agencies. <p>Nora Puffett, Director of Administration & Data Management</p> <ul style="list-style-type: none">• BEI has begun to develop a local data mart that mirrors the SDOH data mart.• There have been problems with NYEIS: automatic reporting appears to be wrong.• SDOH is fixing the reports one by one, and hopes to release them to a statewide municipality workgroup.• BEI is trying to use other data sources as much as possible.• Ms. Rodriguez noted that not all parents have Internet access.
<p><u>COMMITTEE REPORTS</u></p>	<p>Braden Josephson, Program Reports Committee</p> <ul style="list-style-type: none">• Dr. Josephson noted that the Program Reports Committee has not met since the last LEICC meeting. <p>Transition Committee</p>



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	<ul style="list-style-type: none">• Dr. Josephson noted that the Transition Committee has not met since the last LEICC meeting. <p>Helen Murphy, Programs and Services Committee</p> <ul style="list-style-type: none">• The Programs and Services Committee met on 10/10/12 to review the Curriculum Based Assessment (CBA) Pilot Initiative.• Rosalba Maistoru, of provider agency Little Wonders, has been added as a member of the committee due to Little Wonder’s experience using the Assessment, Evaluation, and Programming System (AEPS) that will be used in the CBA Pilot Initiative.• The one (1) year pilot is intended to give feedback on the use of an assessment tool. BEI is looking for five (5) to eight (8) agencies and 150-175 interventionists to enroll approximately 500 children.• The committee reviewed documents related to the pilot project and requested that agencies be permitted to send two (2) clinical coordinators to be trained in the use of the AEPS.• The deadline for agency applications was extended to 12/3/12.• Training is scheduled to begin in January 2013 and enrollment is scheduled for February-April 2013.• Dr. Casalino noted that agencies will be selected based on their applications and that the pilot project should be underway by the next LEICC meeting. <p>Braden Josephson, LEICC Chair</p> <ul style="list-style-type: none">• LEICC members should read about the executive compensation legislation, which can be found on the SDOH website.
<p><u>PUBLIC COMMENT</u></p>	<p>Leslie Caraballo:</p> <ul style="list-style-type: none">• Ms. Caraballo is the parent of a child in Early Intervention. She noted that there is anxiety around issues like the Conflict of Interest regulations because not all agencies are the same and families want the best for their children.• It is frustrating for families to not have access to providers.



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	<ul style="list-style-type: none">• Service coordination is at the heart of the Early Intervention experience. It is important to look at caseload sizes and possible caseload caps.
MEETING ADJOURNED AT 11:46 AM	