

# SSIP: Timelines by Year

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## Year 1 (1/14 – 3/15): Completed

- Completed Phase I SSIP Development:
  - Data Analysis
  - Infrastructure Analysis
  - State-Identified Measurable Result
  - Broad improvement Strategies
  - Theory of Action
- Used webinars, statewide meetings, monthly updates, written information to support broad stakeholder engagement in the SSIP development process
- Began revisions to EI Certification Modules to support evidence-based practices
- Completed regional coaching training with Dathan and M'Lisa
- Provided ongoing support to master coaches through Master Coaches Institute
- Provided professional development on coaching, adult learning and authentic assessment through an Early Intervention Institute
- Released “What is EI” video (explaining what EI is, how we do it and why it works) for families and referral sources, with tip sheet for local systems on how to use the video
- Supported local system managers through webinars, statewide meetings, regional meetings and one-on-one work with state staff on how to analyze and use child and family outcome to improve data quality and results
- Supported implementation of evidence-based practices through webinars, statewide meetings, regional meetings and one-on-one work with local systems

## Year 2 (4/15 – 3/16):

- Completed Phase II SSIP Development:
  - Developed the overall plan
  - Identified needed infrastructure development
  - Developed evaluation plan
- Established 4 State Leadership Teams to work with the state office in identifying the specific steps and activities needed to implement the broad improvement strategies identified in Phase I SSIP work
- Used webinars, statewide meetings, monthly updates, written information to support broad stakeholder engagement in the SSIP development process
- Began developing and disseminating tools to support assessment of inter-rater reliability
- Completed and disseminated Coaching Facilitation Guide
- Launched the “Enhancing Local Implementation of Coaching Practices with the *Coaching Facilitation Guide*” project
- Expanded flexibility in planning service frequency to facilitate more individualized support to families (with accompanying Practice Manual revisions and technical assistance)
- Developed supervisor competencies in collaboration with the Home Visiting Consortium
- Began releasing updates to manuals and documents at two set times each year (March and September) in conjunction with the statewide local system manager meetings, to support a coordinated roll-out and effective communication of new information

- Completed the Data Exchange Project for ITOTS
- Posted coaching videos on our professional development website to support development of coaching skills
- Supported implementation of evidence-based practices through webinars, statewide meetings, regional meetings and one-on-one work with local systems
- Supported local system managers through webinars, statewide meetings, regional meetings and one-on-one work with state staff on how to analyze and use child and family outcome to improve data quality and results
- Held bi-annual statewide Creating Connections for Shining Stars Early Childhood Conference

Year 3 (4/16 – 6/17): Planned

- Child Outcomes Booklet
  - Revise
  - List of assessment tools
  - Electronic version
  - Webinar with regional meeting follow-up to support roll-out of revised booklet
  - Associated revisions to PM
- Revise EI Activity Note (coaching, ongoing assessment)
- Package existing tools for measuring inter-rater reliability on child outcome ratings and specify expectations about their use
- Determine ongoing requirements for completion of the Child Outcome Summary Process online learning module developed by DaSY
- Coaching and natural learning environment orientation package for new employees/contractors or those who need additional support
- Support implementation of the Coaching Facilitation Guide – *Underway*
- Information sheets for families
  - Functional assessment, outcome ratings
  - Coaching and natural learning environment practices
- Fidelity assessment (checklists and process, with webinar to roll-out)
- Present an annual “State of the State’s Part C System” for all stakeholders
- Revise content and format for Kaleidoscope – *Underway*
- Revise EI Certification Modules – *Underway*
- Identify effective strategies for local lead agency oversight of contract providers
- Identify a process to review and revise, as needed, the allocation formula
- Identify a simple and effective way for local systems to collect and analyze data on child outcomes – *Underway*
- Explore the ability and timeline for existing Part C early intervention data to be added to the DBHDS Data Warehouse Project – *Underway*
- Identify widely agreed upon future data system needs/wants - *Underway*
- Identify and evaluate potential ITOTS replacement systems - *Underway*
- Determine specific steps and timelines to reach implementation of the new data system
- Revise local contract for 7/1/16
  - Specify/clarify required functions for local lead agencies
  - Require LLA to identify who in their local system (by name) fulfills each required local lead agency function
- Revise local contract for 7/1/17

- Require use of Child Outcomes Booklet
- Requirements re: Child Outcome Summary Process modules
- Requirements re: fidelity assessment

Year 4 (7/17 – 6/18): *Planned*

- Provide families with access to practical self-assessment tools/fidelity checklists
- Explore with families the best way to provide orientation/training to families about coaching and natural learning environment practices
- Mentoring/communities of practice
- Develop LSM Handbook
- Develop and implement a multi-component orientation plan (face-to-face, online, mentoring, etc.) for new local system managers, fiscal staff and executive/supervisor leadership at local lead agencies
- Specify expectations for local system orientation for new providers
- Re-design the state (infantva.org) website
- Articulate the successes and challenges with the current local system structure

Years 5 and 6 (7/18 – 6/20): *Planned*

- Mentoring/communities of practice
- Develop an orientation package for child care providers/early childhood professionals to support provision of early intervention services through coaching in child care settings
- Evaluate the current local systems structure