

Training Plan for EI TCM Implementation: Updated 5/23/11

Audience	Task	Person(s) Responsible	Timeline
All	Develop SC module (with test) and post on “Principles and Practices” website	Integrated Training Collaborative (ITC), Part C office, Training committee	Live by 8/2/11
	Administer certification process (successful completion of SC competency test, application for credentialing, etc)	Part C office staff (Wendy, Beth) and ITC	After 8/3/11
	TA Updates to provide regular updates about implementation	Part C office staff, ITC, DMAS staff	June, July, August, September
	Q&A Documents and minutes of stakeholder group decisions posted on infantva.org website Updates about changes in service delivery and documentation to be highlighted.	Part C office staff, DMAS staff	Ongoing June
Billing and Reimbursement Staff	Webinar about billing requirements	DMAS (Jeff) and DBHDS (Beth)	July
Service Coordinators, SC Supervisors, LSM	Web Ex session about changes with focus on documentation	Part C office staff, DMAS staff, Training committee	August
	Post relevant materials and documents (or links to them) on the www.eipd.vcu.edu website. Develop sample documentation pages to share, revised IFSP pages, etc.	Part C office staff, ITC, Documentation committee and Training committee	Ongoing
	Offer coaching in regions to assist with implementation	Training committee, Part C staff, ITC	August – December (as needed basis)
	Teleconferences to answer implementation questions (results shared in Q&A documents that are posted on-line)	Part C staff, ITC	September – December (monthly calls – as needed)
LSMs	Provide updates and discuss specific issues related to implementation during regional meetings	TA Staff (and training team or DMAS if/as indicated)	June, July, August, September