

Monroe County Early Intervention Program

OSC Admin. Agenda
 Family Resource Center
 1 Mustard St., Suite 250
 Rochester, NY 14609
 654-1709
 February 7th, 2012
 8:30am – 10:30am

2011 Scribes / locations

BG	FRC
RCN	RCN
BG	RCN
SKIP	SKIP
CAFL	CAFL
FRC	FRC
CFC	OUT
DT	CFC

Review of Minutes/Roundtable Sharing and Announcements ALL 5 min
 - LEICC meeting Wed 2/8 10am-12:30pm @ UNYFEAT

Follow Up On Action Items from previous meeting ALL 10 min

- OSC's to remind providers that they should send Transition Reports directly to CPSE Chairs.
- OSC at CFC to let Jeanne know, who will in turn let EIODs know if NYEIS automatically increases the number of units when an IFSP is extended.
- BG & DT to remind ISC's to use the program Record prior to transferring cases.
- OSC Sups to remind OSC's when they conduct the Monthly check regarding any insurance changes, to Please read back to the family the info she has on file & then ask if there have been any changes to this info.
- BG followed up with clerical staff regarding the general consent & health insurance forms needing to be in the transfer records & fiscal file.
- AMS to follow up with Lisa Canny regarding whether or not she continues to accept referrals.
- Update NYEIS process regarding NYEIS IFSP process.
- BG emailed out current Order of Program Record; General Release; Health Insurance Form; NYSDOH letter to parents & Memorandum re: supplemental & CORE evaluation policy.
- AMS to email out lists from the manuals.
- JS updating section in manual on foster care & will send to AM when completed.
- OSC Sups let county liaison know if you need any other Updated documents.

Agenda

• Tracking referrals (July, Oct, Jan, April)	DT	0 min
• Record Review Summaries (January & July)	ALL	0 min
• Provider Updates	AM/ALL	5 min

Request from PIP- when OSC uses the Provider Availability Grid and contacts the agency as a result of what's written on the grid, providers asked that the

OSC tell them, "I'm calling b/c grid indicates you have
"X" availability..."

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|---|--------|--------|
| • Provider Fair debrief | CM/ALL | 10 min |
| • OSC Quarterly-debrief & decide on date/time
of next meeting; topics (Susie Nettleton; content/
essence of progress notes) | ALL | 15 min |
| • '12 Gov's Preliminary Executive Budget
- Impact on SC | ALL | 15 min |
| • NYEIS- confirm that everyone knows how to view
Supplemental evals (U of R)
- Transitions & Transfers
http://www.cma.com/Solutions/Resources.html | AM/ALL | 10 min |
| • NYSDOH BEI Autism Research Project Subject
Recruitment | AM/ALL | 10 min |
| • Policy changes/updates & reminders
- Missed visits & make up (updating policy) | ALL | 10 min |
| • OSC Manual | ALL | 30 min |
| • Other questions- if time | ALL | 10 min |

Next Meeting: Tuesday, March 6, 2012 @ Rochester Childfirst Network, 941 South
Ave., Rochester, NY 14620