

Monroe County Early Intervention Program

OSC ADMIN MINUTES

Catholic Family Center

October 9, 2012

8:30 – 10:30 AM

Absent: Gina, Deb

Review of Minutes/Roundtable Sharing and Announcements

- Still waiting for list of groups the EI children attend, discussed why we needed this
- Michele S is leaving RCN; RCN will hold off on hiring until more is known about the OSC rate package
- There is a new speech provider at RCN
- CAFL is getting close to being full; Ann Marie wants to know how many openings CFC has; RCN has none.
- Ann Marie reported on LEICC Family Ice Cream Social – 6 families had attended, thanked agencies that had helped with booths and things to do for the children.
- Ann Marie reported on LEICC Community Forum was a success, more on this at the Quarterly
- Added to minutes by Deb: OSC referrals from July-September:
CAFL: 103, CFC: 119 , RCN:2 and SKIP:1

Agenda

Quarterly Meeting:

- See agenda
- Appreciation – do something different, pass any ideas on to Deb or Ann Marie
- Each supervisor is to bring in a comment from a family – discussion on whether to use worker's name, individual choice. Cindy will sort through county surveys and pass these on to Deb
- Food: Jeanne – bagels and cream cheese; Nancy – trail mix; SKIP – mini muffins and juice; Kathy – fruit; Ann Marie – paper products

Co-visit Policy:

- Cindy to revise page 3. Workers will need to remember to okay once it has gone to EIOD, check notifications
- Both policies to be updated, send out ahead of Quarterly so staff can be ready to discuss

Other Problems with NYEIS:

- CPSE meeting information should be filled out right after the meeting
- When sending questions to NYEIS, need to include the ID# on the Home Page. If it has been closed out and SC can no longer see, ID# can be gotten from copy of Home page that is sent from the ISC.

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- Data request forms need to be filled out correctly, gets kicked back to be fixed and EIOD will just keep passing back to SC, her responsibility to fix.
- Indicate that the review is a 6 month review or paper review with the family. If it is called a meeting, the EIOD must be present.
- Be sure to include in the IFSP Comment section:
 - EIOD signature date and Parent signature date
 - Purpose of co-visits, whom and how often, need to ultimately add qualified personnel
 - Also indicate this same information on the Services Plan page

Review of Paper Work that is to go to providers:

- This will be gone over at the PIP and the OSC Quarterly so we are all doing the same thing
- Sounds like it is the Outcome pages that providers are not getting and these cannot be accessed on NYEIS

NOTE: When adding a new provider after the IFSP, be sure to call all the other team members to inform them of this. This is also a billable service if the conversation is long enough.

Other:

- Cindy will check to see whether an in depth case discussion with the OSC supervisor is a billable item
- Expect that OSC rates will come out April 1 when there is a new state budget.
- Budget – nothing new for now
- Arms Length proposal – comments are being accepted through the 22nd. This is a regulation and would probably take effect on December 1st if it goes through.

Next Meeting: Tuesday November 13th at SKIP, 50 Vantage Point Drive, Suite 4, Rochester, NY 14624

Respectfully submitted:

Jeanne Sloan
CFC