



KEIS FIRST FRIDAY FOCUS

March 2024

A place where you can get quick updates that spotlight what’s going on in Kentucky’s Early Intervention System (KEIS) through the listserv on the first Friday of every month or on the Service Provider Information Page on the [KEIS website](#).

Provider Renewal

Current contracts expire June 30, 2024. Renewal of contracts will begin in early spring and will be completed by DocuSign again this year.

KEIS Improving Practice

The new Improving Practice in KEIS: Effective Use of Provider Performance Standards and the Self-Assessment Tool learning path will launch in the Adobe Learning Manager on March 1, 2024, and the completion deadline is April 30, 2024. Be on the lookout!

Preparations for Billing

Since providers must start serving families timely, during the first 30 calendar days of a new IFSP, getting billing squared away before services begin is an excellent way to alleviate issues so that providers can then focus on children and families.

Follow these steps:

- Reach out to the SLA for support in obtaining service authorization from private health insurance.
- Attempt to become in-network with the child’s insurance provider.
 - Submit approval or denial to the SLA
 - If denied, request non-par status and submit to the SLA

All billing correspondence should be submitted to:

CHFSFirstStepsBilling@ky.gov



Enhanced Documentation

Documentation provides a comprehensive picture of all the early intervention services provided to a child and family. The State Lead Agency (SLA) would like to thank early interventionists who are working hard to improve documentation to express service delivery, delays, cancellations, and reschedules.

Tips for Timely Services

It is a federal requirement that early intervention services must be provided within 30 calendar days from written parental consent. This must occur 100% of the time and is reported to the Office of Special Education Programs annually. KEIS currently serves 97.8% of our families timely! Thank you for all your hard work to ensure that services are aligned with the law. Here are a few tips that may help us achieve 100%:

- On initial Individualized Family Service Plans (IFSPs), regardless of the number of visits, everyone on the plan must see the family within 30 calendar days from consent.
- If new early intervention services are added to subsequent IFSPs, those services must provide the initial visits within 30 calendar days of the date the new written consent was obtained.
- If services cannot be provided timely, document all attempts to contact the family in the communication log.

CEUs Available for CEITMP Participation

As you look toward meeting your annual continuing Education Units (CEUs) requirements for licensure/certification, we want to remind you of the free CEUs available for Coaching in Early Intervention Training and Mentorship Program (CEITMP) activities. Upon completion of the CEITMP, participants will receive a certificate of completion; if applicable, earned CEUs will be noted on the certificate. KEIS providers who are also employees of school systems are encouraged to contact their supervisor to inquire if CEITMP completion may satisfy district professional development hours.

Earning CEUs	KY Board of Licensure for OT	KY PT Association	KY Board of SLP and Audiology	ASHA according to pre-approved time ordered agenda
Complete CEITMP as designed	35 hours	28 hours	32 hours	Varies
Complete CEITMP via individualized joint plan when fidelity is demonstrated at baseline	10	10	10	N/A
Maintenance Phase: 1) Attend refresher, 2) submit on time, 3) complete detailed self-assessment, & 4) submit updated professional development plan after fidelity is met	4	4	4	N/A