



# KEIS FIRST FRIDAY FOCUS

October 2023

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 Information Page on the [KEIS website](#).

## KEIS Family Quote

*"Our therapists were absolutely amazing. So knowledgeable and kind. They helped my son and our family so much. My son wouldn't be where he is today developmentally without KEIS."*

## Billing Reminder

When entering a service log in TOTS, please select the correct service authorization from the "Service" drop-down menu. We understand that if prior authorizations aren't cleared out when new IFSPs are developed or if a provider has multiple authorizations on a plan, it can be difficult to differentiate, so here are a few tips to help:

- Note if the service log entry is for an individual service or a co-treatment
- Verify the correct "planned period"
- Confirm the frequency and length

You want to ensure that you are abiding by the number of services that are authorized on the plan. Failure to do so could delay payment or prompt a desk audit.



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## Retention Payments for CEITMP Participation

We are excited to have Office of Special Education Programs approval to utilize available American Rescue Plan Act funds for provider retention payments. The Coaching in Early Intervention Training and Mentorship Program (CEITMP) wants to ensure qualifying providers can access to retention payments as soon as possible. Planning is underway for providers who have not been through the CEITMP and those with their initial maintenance period scheduled:

- Providers who have not yet participated in the CEITMP (KIPDA and growth) will receive an invitation to submit their baseline video over the next several months. If fidelity to caregiver coaching is demonstrated, providers will have access to the initial payment.
- Providers who completed the CEITMP six months ago or longer and have a pending initial maintenance period can move their scheduled maintenance period to an earlier date to access their second payment earlier. They are welcome to contact the CEITMP at [ceitmp@louisville.edu](mailto:ceitmp@louisville.edu) to be rescheduled.

## Early Intervention Services

We would like to thank all KEIS providers for delivering early intervention services as written on the IFSP. Federal Regulations require parents to receive prior written notice about early intervention services and any changes that may occur. Early intervention systems also must ensure that written consent is obtained from families before early intervention services may be provided.

Kentucky Regulations provide additional guidance:

### **902 R 30:130. Assessment, service planning, and assistive technology.**

Section 3. Individualized Family Service Plan (IFSP).

- (7) The contents of the IFSP shall be fully explained to the parent and informed written consent obtained prior to the provision of early intervention services described in the IFSP. The signed IFSP shall be a contract between the family and service providers. A service included on the IFSP shall be provided as authorized, unless the family chooses not to receive the service and this choice is documented in the child's record.

This is why it is important to have discussions about the distribution of early intervention services, taking into consideration the family's schedule, vacations, other appointments, and the early intervention provider's vacations and appointments to set the plan up for successful implementation. If a visit is missed, a make-up visit must be offered. If a parent declines a make-up visit, please document this in the child's record to show that an effort was made to provide the early intervention services as written.