OHIO DEPARTMENT OF HEALTH

246 North High Street
Columbus, Ohio 43215

614/466-3543
www.odh.ohio.gov

Ted Strickland/Governor

Alvin D. Jackson, M.D./Director of Health

Memo # 08-12

July 17, 2008

To: HMG Project Directors and ET system administrators

From: Jean Myer, Administrator

CC: FCFC Coordinators, BEIS HMG Staff, State Partners

Subj: Early Track May Updates and ET Conference Call

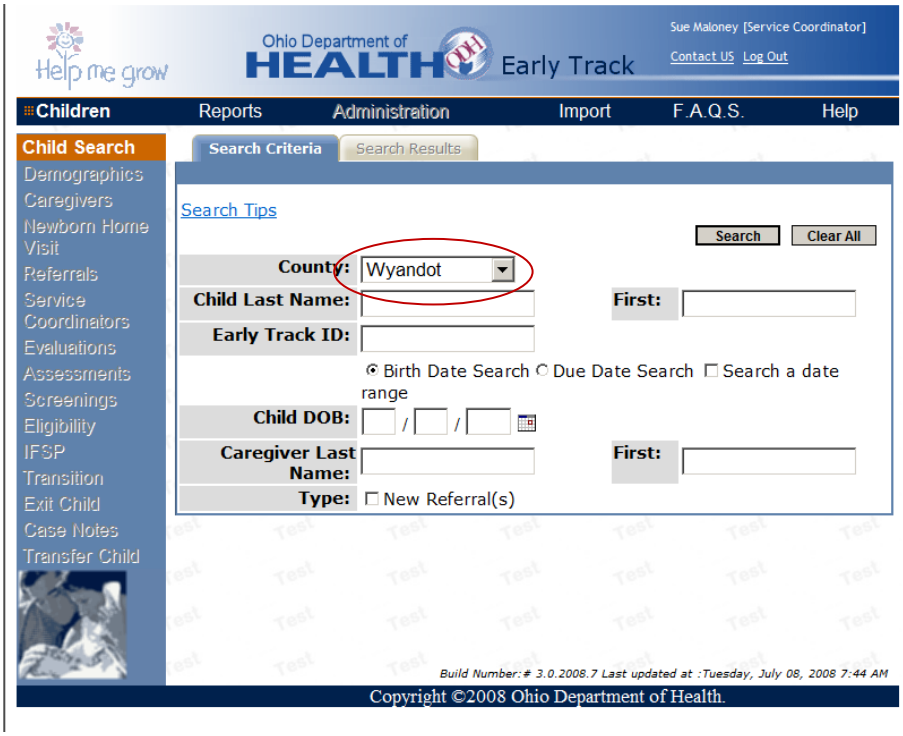
Updates/changes were made to ET 3.0 July 16, 2008. When updates/changes occurs, a memo is sent to county HMG Project Directors and ET System Administrators. Below you will find the changes made for July 2008. ***Please share this memo with all your county ET users.*** BEIS will be conducting a conference call on Wednesday, July 23rd from 1:00 -2:00 PM. The purpose of the conference call will be to review the information presented in the memo. Registration is required through OhioTRAIN. Please search for Help Me Grow Early Track Conference Call.

Registration:

1) Go to the OhioTRAIN website: https://oh.train.org and log-on
2) Click on the "Course Search" Tab
3) Click on "Keyword Search"
4) Type "Help Me Grow Early Track Conference Call" and press "Search"
5) Next, Click on "Get more dates and times"
6) Select the date and time you wish to attend and click on the "Register" button to register for the training
7) Once you have registered, an automatic e-mail confirming your registration for the course will be sent to you

Summary of Updates/Changes

1. Child Search page will default to your county name. When a county user logs into ET 3.0, the search page will default to their county name. You will still have the option to search by all counties, but you will need to change the selection to "All Counties" in order to do so.



2. **No Delays Identified is displayed on the eligibility page.** If an evaluation entered in the evaluation section of ET 3.0 shows No Delays, the evaluation tool and date will now appear on the eligibility page next to *No Delays Identified*. *Please see screen shots below.*

In this screen shot, the Battelle shows No Delays.

Coordinators
Evaluations
Assessments
Screenings
Eligibility
IFSP
Transition
Exit Child
Case Notes
Transfer Child
History

Evaluation List | Evaluation Detail

Evaluations determine Part C eligibility

"45-Day" Referral Date :	6/1/2007
***Evaluation Name :**	Battelle - Standard Deviations
***Evaluation Date :**	07 / 01 / 2007
Days Since Referral :	30
****Non-Compliance Reason:**	
*** Child's age in months at time of Evaluation:**	6 Get Age
*** Administered By :**	A Scott and B Hill
Personal-Social Score:	
Adaptive Score:	
Motor Score:	
Communication Score:	
Cognitive Score:	
*** Discipline #1:**	Early intervention specialist
Discipline #2:	Speech/language pathologist
*** Delays identified:**	☐ Adaptive ☐ Cognitive ☐ Communication ☐ Physical ☐ Social and Emotional ☑ No delays identified

Add Note | Save

In this screen shot, the Battelle appears on the eligibility page next to ***No Delays Identified***

Delays:

A delay must be confirmed by an evaluation and/or informed clinical opinion that is entered on the evaluation page.

Delay	Evaluation and/or Clinical Opinion
Communication	
Social and Emotional	
Adaptive	
Cognitive	
General Delay	
Physical	
No Delays Identified	*Battelle - Standard Deviations 7/1/2007*

Diagnosed Physical or Mental Conditions:

Any diagnosed medical conditions selected at initial referral can not be deselected. The child is Part C eligible when the Eligible/Not Eligible Date for HMG is entered.

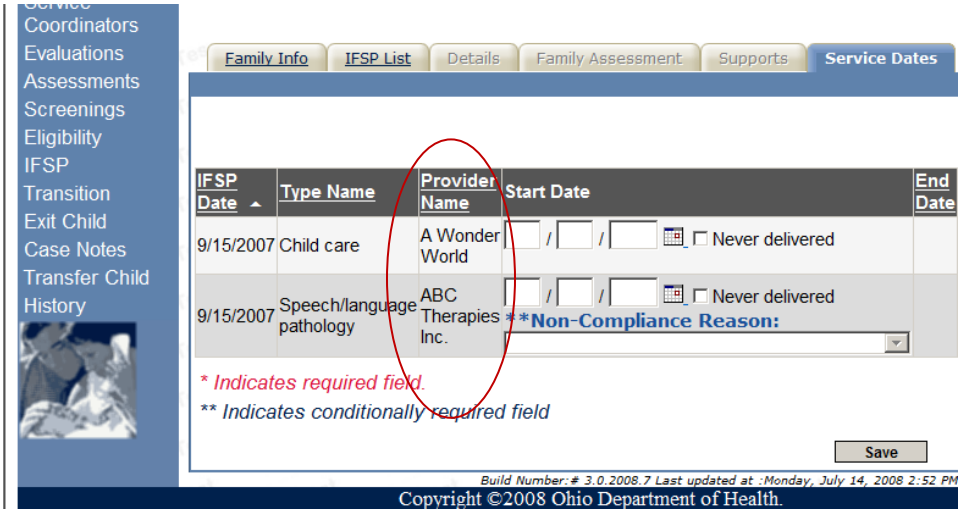
Available		Selected
Absence of Ear (Microtia) Absent Thyroid Achondroplastic Dwarfism Acidosis Acromegaly Acute Liver Failure acute lymphocytic leukemia	> <	

*** Eligible/Not Eligible Date for HMG:** 07 / 01 / 2007

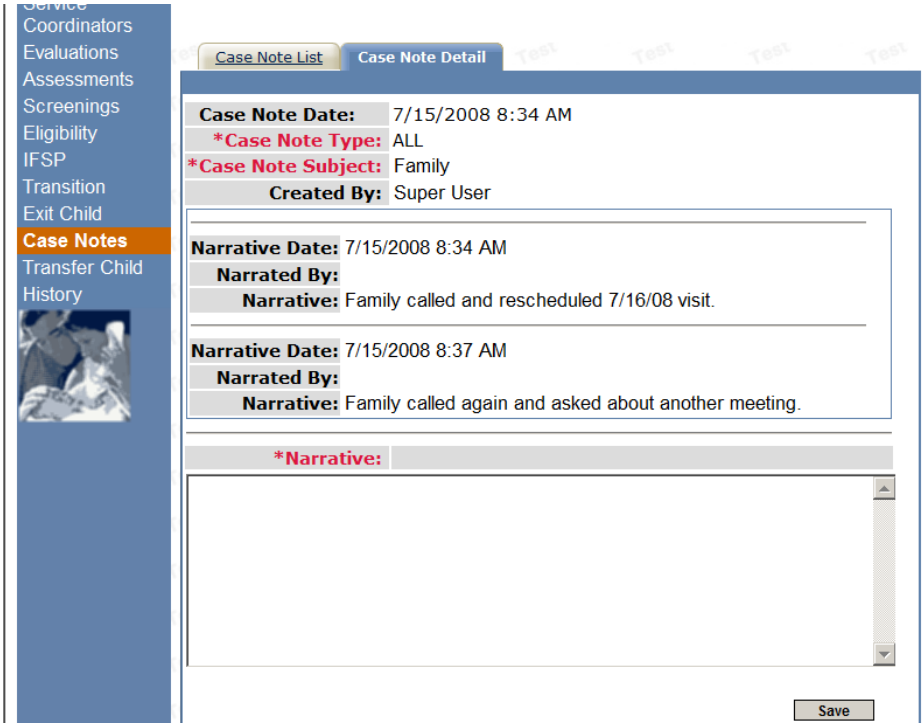
Add Note | Save

Please note that the "*No Delays Identified*" row will always appear on the Eligibility Detail page.

3. **IFSP Service Provider**. The Provider Name has been added to the Service Dates TAB in the IFSP section of ET 3.0. *Please see screen shot for example.*



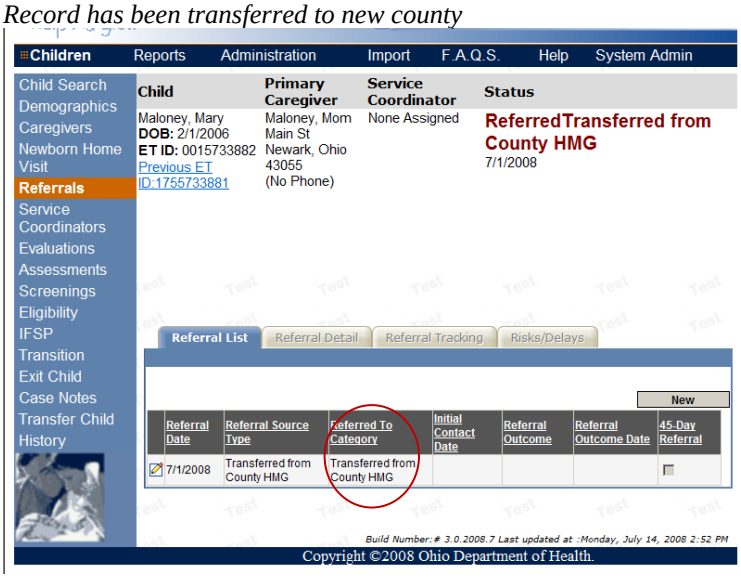
4. **Case Notes.** The case note error has been corrected and additional notes can be added to an exiting case note. *Please see screen shot for example*.



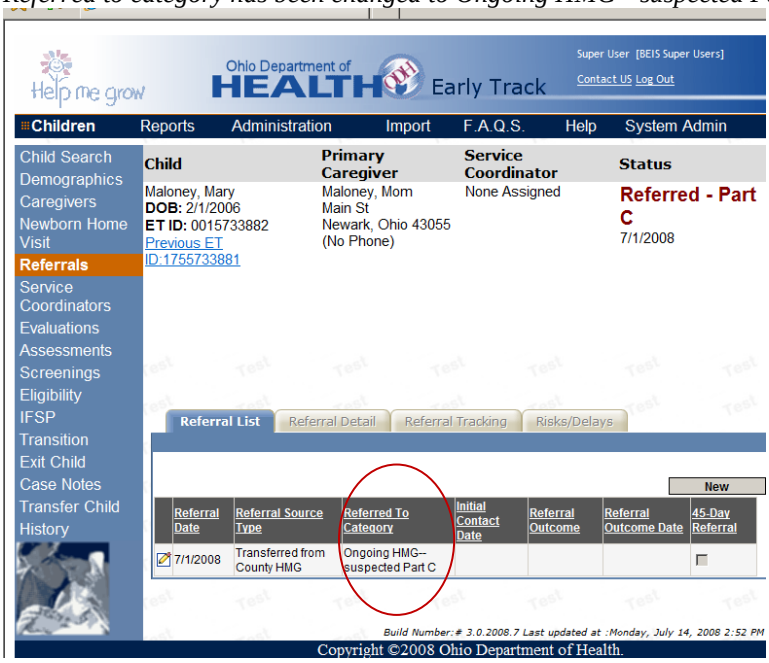
5. **Transferred Children**. Records of Part C children who are transferred from county to county will not be checked for 45-Day compliance. You will be able to enter Part C eligibility for the child based on either the evaluation or diagnosis that was entered in the previous county.

NOTE: The receiving county will have to change the Referred to Category from "Transferred From County HMG to "Ongoing HMG Services—Suspected Part C or Suspected At Risk" in order to enter an eligibility.

Record has been transferred to new county



Referred to category has been changed to Ongoing HMG—suspected Part C



6. Child Header Message (Dates Too Old). The "Dates Too Old" message has a bug and may or may not be displayed in the Child Header. Please note that you should follow current policy regarding screenings and evaluations. This issue will be corrected in the next release.
Please refer to **45-Day Compliance/Referral Enhancement FAQs** *emailed to counties June 9, 2008.* Question 11 addresses the "Too Old" Requirement

11. What makes a requirement "Too Old?"
    - Evaluations – No earlier than ninety (90) days before "Initial Referral"
    - All screenings (except UNHS) – No earlier than ninety (90) days before "Initial Referral"
    - UNHS – No earlier than 180 days before "Initial Referral"

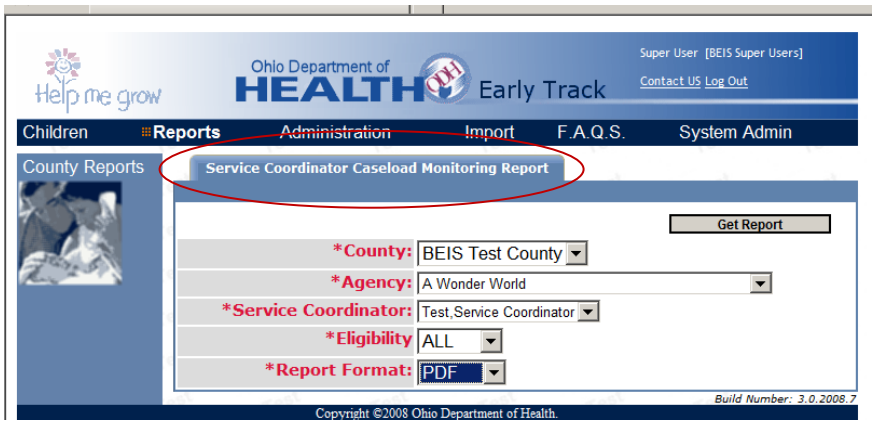
Reports

7. Service Coordinator Caseload Monitoring Report. This report lists all children with a current eligibility assigned to a service coordinator.

- *The Primary Funding Source for the service coordinator is listed.*

  If the IFSP has been entered, the date will be displayed and the IFSP state will be shown.
- *If hearing, nutrition and vision screenings have all been entered in the ET record, the* ***Screenings Entered*** *column will say yes. If any of these screenings is missing, the column will say no. This column does not include developmental screenings.*

- *If the TPC (Transition Planning Conference) date has been entered on the Transition Detail TAB, the* ***TPC Entered*** *column will say yes. It the TPC date has not been entered, the TPC column will say no.*



Service Coordinator Caseload Monitoring Report

County: BEIS Test County
Report Date: 7/10/2008 8:36:06 AM
Eligibility Category: ALL
Service Agency: A Wonder World
Service Coordinator: Test,Service Coordinator

A Wonder World

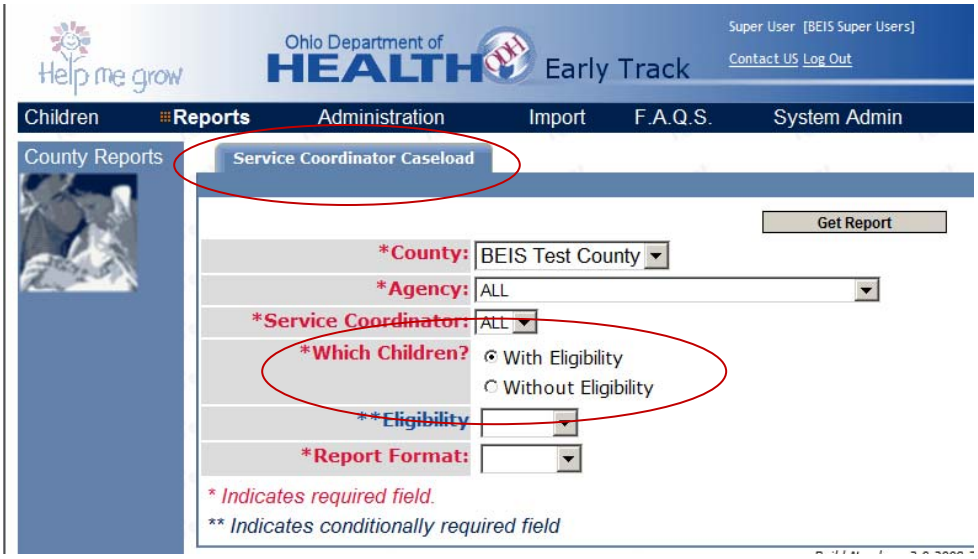
Test, Service Coordinator

Child's Name	ET ID	D.O.B.	Due Date	Primary Funding Source for SC	Eligibility	Eligibility Date	Most Recent IFSP Date	IFSP State	IFSP Due Date	Screenings Entered	TPC Entered
Maloney, CAPTA	0005733777	3/1/2006		TANF	At Risk	2/20/2007	3/1/2007	Awaiting service dates or Non-compliance reason	8/28/2007	No	No
ODH Test, After Jan 08 Release	0005702410	3/1/2005		GRF	At Risk	1/5/2007	1/20/2007	Complete	7/19/2007	No	No
ODH Test, Prenatal	0005720740	3/31/2008	7/1/2008	TANF	At Risk	2/15/2008				No	No
Maloney, July diagnosis	0005733757	2/1/2006		GRF	Part C	8/1/2007				No	No
ODH Test, Transition	0005702414	2/15/2005		GRF	Part C	2/5/2007	7/25/2007	Complete	1/21/2008	Yes	Yes
ODH Test, User	0005718495	1/1/2006		Local Health Department	Part C	2/1/2008				No	No
Scott, Final July	0005733862	6/15/2008	9/1/2008	TANF	Part C	7/3/2008				No	No
Scott, July Vision	0005733831	11/1/2007		TANF	Part C	5/11/2008	6/28/2008	Need to complete family assessment and IFSP supports	12/25/2008	Yes	No
Test, July	0005733852		6/10/2008	GRF	Part C	11/1/2007	1/1/2008	Need to complete family assessment and IFSP supports	6/29/2008	No	No
Test, Prenatal	0005733832	7/1/2008	9/1/2008	Part C	Part C	6/30/2008	6/30/2008	Complete	12/27/2008	No	No

Totals For Test, Service Coordinator

Screenings Entered (Yes)	Screenings Entered (no)	At Risk Total	Part C Total	Total Caseload Number
2	8	3	7	10

8. Service Coordinator Caseload Report. The two current service coordinator reports "Children with Eligibility and/or IFSP" and "Children Assigned with No Eligibility" have been consolidated into one report parameter page. When you open up this report, you can choose children with eligibility or children without eligibility (please see screen shot below).



9. Child Extract. New fields have been added to the child extract**.** A list of all the new fields and their description will be sent to the PD's and System Administrator's in the next few weeks. A follow-up conference call will be scheduled to cover this new report.

10. 45 Day CAP Log and TRS CAP Log. These two reports will be visible in the report section when the final testing has occurred. Counties will be notified when these reports are available in ET 3.0 and there will be follow-up conference calls to discuss their use.

Additions to Drop Down lists

1. **Master Agency List**. We continue to add agencies to the master agency list. Please use the contact us link to request additions to this list. Generic requests, such as public school and physician, will not be added. You need to submit specific agency/physician names when requesting additions to the master agency list. There is also a report in the report section "Master Agency Report" that lists all the agencies in ET 3.0.

BEIS will be removing these hospital names (Community Hospital, Community Hospital Springfield, Community Mercy Health Partners and Mercy Medical Center) and replacing these hospital names with Springfield Regional Medical Center.

Master Agency List Name (removed from the list 7/16/08)	Master Agency List Name after 7/16/08
Community Hospital Community Hospital Springfield Community Mercy Health Partners Mercy Medical Center	Springfield Regional Medical Center

2. *Additions to the Drop Down Lists*

Page Name	Field Name on Page	New Drop Down Option
Eligibility Detail	Diagnosed Physical or Mental Conditions	*Cerebral Arteriovenous Malformation *GERD with complications (*this has been inactivated)* *Neonatal Onset Multisystem Inflammatory Disease (NOMID) *Polycythemia Vera *Smith Magenis Syndrome * Subdural Hemorrhage *Wolf-Hirschhorn Syndrome
Caregiver Detail	Primary Language	*Mai Mai *Twi
Exit Detail	Exit Destination	*Private Preschool with an IEP
IFSP Detail	Payment Source	*RIHP Part C (*this payment source should be used for the Regional Infant Hearing Program only*)