

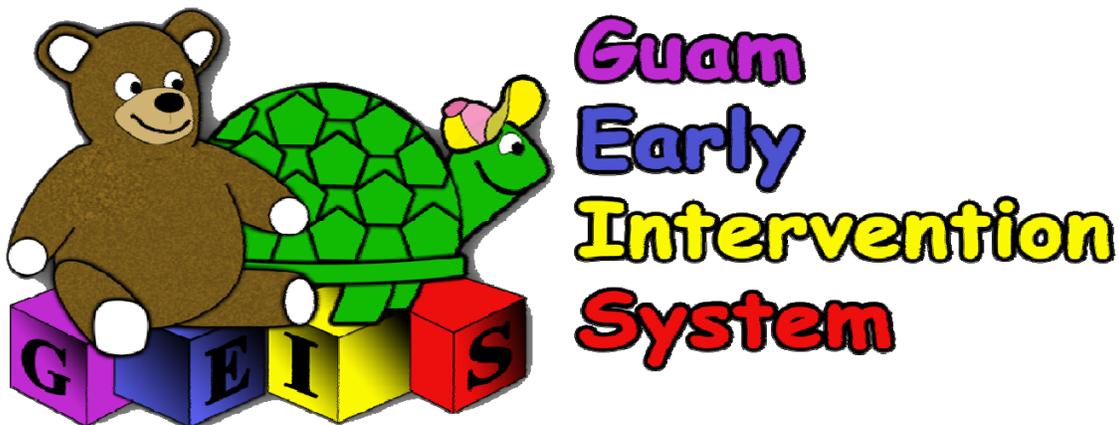


DEPARTMENT OF EDUCATION



Guam Part C Annual Performance Report (APR)

July 1, 2010 – June 30, 2011



Submitted February 1, 2012

**“Our educational community prepares all students for life,
promotes excellence, and provides support!”**

Guam Part C State Annual Performance Report (APR) for FFY 2010 - 2011

Overview of the Annual Performance Report Development:

Guam's Department of Education (GDOE), Division of Special Education, Guam Early Intervention System (GEIS), Guam IDEA Part C Program developed the 2010-2011 Part C Annual Performance Report (APR) with broad stakeholder involvement of the members of the Guam Interagency Coordinating Council (GICC) and early intervention providers. The process of completing the FFY 2010 APR involved the review of OSEP's June 20, 2011 Determination Letter, data summarized from the data system and individual IFSPs, and verification of the data confirmed through interviews with early intervention providers.

OSEP Determination Letter, June 20, 2011

The Secretary is continuing to require the GDOE to access technical assistance related to Guam's Department-wide special conditions and status as a high-risk grantee through the Department's Risk Management Service (RMS). RMS has required that GDOE work with the Department and its third-party fiduciary agent on revising its Comprehensive Corrective Action Plan (CCAP) to ensure that GDOE will be able to achieve measurable progress in its financial management and administration of Department funds. Additionally, GDOE must cooperate in revising the process for reporting progress made under the CCAP so that the Department may receive a meaningful and accurate assessment of GDOE's progress on a regular basis. Upon the Department's approval of a revised CCAP, GDOE will be required to provide quarterly reports to the Department on its progress in implementing measures required under the CCAP.

GDOE must report, with its FFY 2010 APR submission, due February 1, 2012, on: (1) the technical assistance it has received from RMS; and (2) the actions it took as a result of that technical assistance. The extent to which Guam takes advantage of available technical assistance may affect the actions OSEP takes under sections 616 and 642 should Guam not be determined to meet requirements next year.

As required by section 616(e)(7) of the IDEA and 34 CFR §300.606, the State must notify the public within the State that the Secretary of Education has taken the above enforcement action, including, at a minimum, by posting a public notice on the agency's Web site and distributing the notice to the media and through public agencies.

Response to OSEP Determination Letter, June 20, 2011

Guam provides the following information to meet the Secretary's reporting requirements stated in the OSEP June 20, 2011 Determination Letter:

(1) Technical assistance received from RMS:

GDOE continues to work with RMS on required CCAP activities. Letters from the RMS and GDOE CCAP reports can be found on the GDOE website: <http://www.gdoe.net>.

(2) Actions taken as a result of the RMS technical assistance:

The December 15, 2011 GDOE CCAP was submitted to RMS to address the FFY 2011 Special Conditions. The December 31, 2011 RMS e-mail communication approved the December 15, 2011 CCAP for initial reporting purposes.

(3) Public Notice of Secretary's Enforcement Action:

GDOE has posted OSEP's June 20, 2011 Determination Letter on the GDOE website: <http://www.gdoe.net>. In addition, GDOE provided copies of OSEP's June 20, 2011 Determination Letter to the Guam Interagency Coordinating Council (GICC), Guam's main Part C stakeholder group for its APR development.

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The development of Guam's 2010-2011 Part C APR, including stakeholder input sessions, involved the following:

Quarterly Reviews: The members of the GICC and early intervention providers served as the primary stakeholder groups for the development of the APR. The GICC members consist of parents, representatives of various agencies, and other programs identified by the GICC. GEIS reported on program progress and/or slippage of Guam's performance during GICC's quarterly meetings, and the Guam Early Learning Council Quarterly meetings.

September 15, 2011 - GICC Quarterly meeting: GEIS provided an update on the APR indicators, and discussed professional development training activities for staff and parent training activities, including the Parent Leadership Conference held on September 28 and 29, 2011.

October 24th, 2011, The University of Guam – Center for Excellence in Developmental Disabilities, Education, Research, and Services (Guam CEDDERS) facilitated a 4-hour presentation for GEIS staff on “*Evaluating Improvement Activities for Improving Results*”. The purpose of the session was for GEIS staff to review each indicator and gather recommendations for possible revisions to improvement activities.

October 27, 2011: Coordinated with Guam CEDDERS, a session with the GICC on the components of an effective general supervision system, with a focus on the integrated monitoring system was provided by Dr. Jane Nell Luster from the Data Accountability Center (DAC.)

November 4, 2011: GEIS Part C Coordinator presented the Annual Part C Report to the DOE Federal Programs Managers and School Administrators attending the Grants Overview Training Workshop facilitated by GDOE Federal Program Division.

January 23, 2012: An Overview (power point presentation) on the final data analysis of the Part C APR indicators was presented to the Guam Education Policy Board for review and to gather input and recommendations on the improvement activities. An electronic copy of the draft APR was forwarded after the presentation.

January 23 and 26, 2012: The GICC members were provided an electronic copy of the APR to review prior to the meeting. During the meeting, members discussed progress data for this reporting period FFY 2010-2011. In addition, GICC members reviewed and discussed input and recommendations that was gathered during the stakeholder input sessions held with GEIS staff in September.

January 30, 2012: The GICC members were provided an electronic copy of the final APR to review. Thereafter, GICC members submitted written documentation approving the FFY 2010-2011 APR.

- By July 1, 2012, GEIS will distribute the “*Annual IDEA Part C Report to the Public*” booklet to all families of infants and toddlers receiving Part C early intervention services.
- By July 1, 2012, GEIS will announce via the local media the availability of the “*Annual IDEA Part C Report to the Public*”, which will be posted on the GDOE website: <http://www.gdoe.net>

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Overview of the Annual Performance Report Development:

Refer to description provided on page 1 of APR.

Monitoring Priority: Early Intervention Services In Natural Environments

Indicator 1: Percent of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner.

(20 U.S.C. 1416(a)(3)(A) and 1442)

Measurement:

Percent = [(# of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner) divided by the (total # of infants and toddlers with IFSPs)] times 100.

Account for untimely receipt of services.

FFY**	Measurable and Rigorous Target
2010 (2010-2011)	Based on Guam's definition for timely receipt of services, 100% of infants and toddlers with IFSPs receive the early intervention services on their IFSP in a timely manner.

Actual Target Data for FFY 2010: Measurement Period: July 1, 2010-June 30, 2011

Measurement Period: July 1, 2010-June 30, 2011

# of infants and toddlers with Initial, Review, and Annual IFSPs with new services for report period	Percent = [(# of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner) divided by the (total # of infants and toddlers with IFSPs)] times 100.	Percent = [(# of infants and toddlers with IFSPs who did not receive the early intervention services on their IFSPs in a timely manner) divided by the (total # of infants and toddlers with IFSPs)] times 100.
120	83.3% = $[(100)/(120)] \times 100$	16.7% = $[(20)/(120)] \times 100$

The actual data for 2010-2011, shown in the tables above, were compiled through the Guam Early Intervention System (GEIS) data system and a manual review of the service provider's contact logs found in the child's program folder. A Data system report indicates new services recommended in the child's IFSP, the date service was to begin (within 30 days from consent by parent of IFSP), and the date service was delivered by service provider. The data report also indicates a "flag" on new services that were not delivered within the required timeline. The Service Coordinator (SC) is responsible for submitting required documentation indicating to the data office the date service was provided. The SC is also responsible for submitting documentation should service not be delivered by required timeline.

Guam's definition of "receipt of timely services" is determined by services on the IFSP provided within 30 days from the date of consent signed by the parent in the IFSP for each service. Though services reported are to be delivered within 30 days of consent, IFSP services are initiated as soon as possible, depending on family circumstances. On the day that service is provided, the service provider has the family sign the form confirming delivery of initial services. The service provider submits documentation to

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the service coordinator who then submits documentation to the data clerk for input on the date service was delivered. Should service not be delivered in a timely manner, the service coordinator is required to submit documentation as to the reason(s) for delay. Monthly meetings are conducted individually with staff to discuss the status of cases.

Guam reported an overall 83.3% compliance with this requirement representing a total of 100 infants and toddlers with initial, review, and annual IFSPs being provided with timely delivery of new services out of a total of 120 infants and toddlers with IFSPs with new services for the reporting period. As noted in the table below, five (5) out of the 100 were counted as timely due to exceptional family circumstances.

Infants and Toddlers with IFSPs who receive Early Intervention Services in a Timely Manner:

Number of infants and toddlers with Initial, Review, and Annual IFSPs with new services	Number of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner	Infants and toddlers with Delays due to <i>Exceptional Family Circumstances</i>	Total with Timely Services + Total with Delays due to Exceptional Family Circumstances
120	79.2% (95/120)	4.1% (5/120)	83.3% (100/120)

The percentage of infants and toddlers who receive timely delivery of new services include those infants and toddlers who were not given timely services due to exceptional family circumstances. As instructed by OSEP, these situations may be counted as meeting the timely requirement for this indicator, but would require an explanation of the numbers and reasons for the delays.

As shown in the above table, indicating Exceptional Family Circumstances:

- 2 due to Parent cancellation (primary reason for parent delays)
- 3 due to family not home for scheduled session

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2010-2011:

Using the required measurement, Guam's performance of 83.3% did not meet the target of 100%. As shown above in the actual data for this reporting period, the Guam Early Intervention System experienced slippage from 97% (FFY2009) to 83.3% (FFY 2010). The challenges for providing services in a timely manner continue to be due to lack of appropriately qualified providers on Guam.

As shown above in the actual data for Measurement Period: July 1, 2010 - June 30, 2011, 16.7% (20/120) represents infants and toddlers with IFSPs that include early intervention services delivered "untimely" due to program delays. GEIS was challenged with the shortage of an audiologist and speech/language, occupational and physical therapy providers.

The lack of available personnel on Guam with specific area of expertise continues to be a challenge for GEIS. However, the following strategies continue to be implemented as part of the program improvement plan to avoid reoccurrence of the above program delays:

- Active recruitment of certified personnel in all areas of related service through announcements via various media resources.
- Announcement for Contractual or part time services for OT, PT, Speech/Language, and other personnel with specific area of expertise.
- In partnership with the Guam CEDDERS, the Pacific Vision Instruction Project (Pacific VIP) was launched on February 2011 in partnership with the University of Massachusetts, Boston. The purpose

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of the project is to have up to 20 trainees earn a master's degree in Special Education plus credential for Teacher of Students with Visual Impairments and Orientation and Mobility.

- In collaboration with Boys Town Research Hospital, GEIS staff will have increased knowledge and skills in working with young children with hearing impairments and or deafness and their families. These professional development activities are facilitated by Guam CEDDERS
- Quarterly technical assistance is provided to GEIS staff on working with young children with visual impairments and their families.
- GEIS staff continues to receive training from related services personnel to include OT, PT, Speech and Autism.

GEIS was able to secure part-time employment from an occupational therapist and one teacher (specializing in working with children with hearing loss). Physical therapy services were provided by the Department of Education, Special Education Physical Therapy Program.

As of June 2011, GEIS has secured part-time employment from specialists able to provide occupational therapy and speech/language therapy. Upon securing appropriate staff, GEIS provided related services to sixteen (16) of the twenty (20) children who did not receive early intervention services within a timely manner. One (1) of the twenty (20) was transitioned to the Part B program and one (1) child passed away prior to securing a qualified service provider for GEIS. Attempts by related service providers were made on two (2) of the twenty (20) children; however, due to exceptional circumstances after related the service provider was hired, services were not delivered prior to both children being terminated from the GEIS program (one transitioned to Part B and one was terminated due to the child moving off island).

There is a need to review existing protocol for ensuring that related services are secured timely and avail to children being served under the program. During the GICC stakeholder meeting, the members recommended that a memorandum be drafted and forwarded to the DOE Superintendent regarding the hiring of these needed positions in a timely manner. A new improvement activity is included to address this need.

To verify progress with timely service, additional progress data was collected for July 1, 2011 to October 31, 2011

Measurement Period: July 1, 2011 - October 31, 2011

Report Period	# of infants and toddlers with Initial, Review, and Annual IFSPs with new services for report period	Percent = [(# of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner) divided by the (total # of infants and toddlers with IFSPs)] times 100.	Percent = [(# of infants and toddlers with IFSPs who did not receive the early intervention services on their IFSPs in a timely manner) divided by the (total # of infants and toddlers with IFSPs)] times 100.
July 2011	11	82%=[(9)/(11)]x100	18%=[(2)/(11)]x100
August 2011	13	38.46%=[(5)/(13)]x100	61.54%=[(8)/(13)]x100
September 2011	10	90%=[(9)/(10)]x100	10%=[(1)/(10)]x100
October 2011	13	100%=[(13)/(13)]x100	0%=[(0)/(13)]x100

Correction of FFY 2009-2010 Findings of Noncompliance (if State reported less than 100% compliance):

Level of compliance (actual target data) State reported for FFY 2009 for this indicator: 97%

Guam reports individual instances of noncompliance as findings of noncompliance.

1. Number of findings of noncompliance the State made during FFY 2008 (the period from July 1, 2009, through June 30, 2010)	3
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2. Number of FFY 2009 findings the State verified as timely corrected (verified as corrected within one year from the date of notification to the EIS program of the finding)	3
3. Number of FFY 2009 findings <u>not</u> verified as corrected within one year [(1) minus (2)]	0

Verification of Correction of FFY 2009 noncompliance (either timely or subsequent):

Consistent with OSEP Memo 09-02, Guam reports verification of correction of findings of noncompliance identified in FFY 2009 demonstrating that GEIS: (1) is correctly implementing the specific regulatory requirements based on updated data demonstrating 100% compliance through a review of monthly data from the data system; and (2) has corrected each individual case of noncompliance.

As reported in the FFY 2009 APR, the three (3) individual instances of noncompliance were corrected. Through additional data from monthly data reports, GEIS demonstrated 100% (19/19) compliance with this specific regulatory requirement for the month of September 2010, as reported below:

Report Period	# of infants and toddlers with Initial, Review, and Annual IFSPs with new services for report period	Percent = [(# of infants and toddlers with IFSPs <u>who receive</u> the early intervention services on their IFSPs in a timely manner) divided by the (total # of infants and toddlers with IFSPs)] times 100.	Percent = [(# of infants and toddlers with IFSPs <u>who did not receive</u> the early intervention services on their IFSPs in a timely manner) divided by the (total # of infants and toddlers with IFSPs)] times 100.
July 2010	15	87%=[(13)/(15)]x100	13%=[(2)/(15)]x100
August 2010	11	73%=[(8)/(11)]x100	27%=[(3)/(11)]x100
September 2010	19	100%=[(19)/(19)]x100	0%=[(0)/(19)]x100

Describe the specific actions that the State took to verify the correction of findings of noncompliance identified in FFY 2009:

Verification of correction of FFY 2009 noncompliance was made through a review of monthly and quarterly data from the database. The quarterly data are provided to the Department as part of the USDOE corrective action plan for Guam. Further, through the GEIS Internal Quality Assurance process, monthly individual staffing is conducted by the program coordinator as an administrative/supervisory mechanism to assess and support improved performance in all areas of the program, including actions needed for correcting identified noncompliance.

GEIS Internal Quality Assurance

GEIS continues to conduct internal quality assurance checks of program performance quarterly to address areas of noncompliance. This is done through file review, reports generated monthly from the data office, and individual staff meetings. In addition, monthly individual staffing is conducted with service coordinators to discuss status on cases and to monitor the correction of noncompliance and the implementation of improvement activities to address areas of concern based on the Findings report from the Compliance Monitoring Office. As a result of the monthly staffing and quarterly internal checks, action plans are developed and strategies discussed to address areas of noncompliance. Service coordinators are required to submit necessary documents and initiate required actions to address action plan.

The GEIS (Part C) Program Coordinator monitors the status of corrective plans to ensure that documentation of correction is received within the requested timeline. If documentation is not provided as requested, the involved party receives another notification from the Program Coordinator. If corrective actions are not completed as required, the Coordinator may initiate adverse actions stated in the DOE Personnel Rules and Regulations if the individual is not able to show appropriate progress toward meeting compliance within the required timeline.

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Statement from Guam’s Part C FFY 2009 SPP/APR Response Table, June 20, 2011:

Indicator 1 - Because Guam reported less than 100% compliance for FFY 2009, Guam must report on the status of correction of noncompliance reflected in the data Guam reported for this indicator. When reporting the correction of noncompliance, Guam must report, in its FFY 2010 APR, that it has verified that for noncompliance reflected in the data Guam reported for this indicator, it: (1) is correctly implementing 34 CFR §§303.340(c), 303.342(e), and 303.344(f)(1) (i.e., achieved 100% compliance) based on a review of updated data such as data subsequently collected through on-site monitoring or a State data system; and (2) has initiated services, although late, for any child whose services were not initiated in a timely manner, unless the child is no longer within the jurisdiction of Guam, consistent with OSEP Memorandum 09-02, dated October 17, 2008 (OSEP Memo 09-02). In the FFY 2010 APR, Guam must describe the specific actions that were taken to verify the correction. If Guam does not report 100% compliance in the FFY 2010 APR, Guam must review its improvement activities and revise them, if necessary.

Guam Interagency Coordinating Council reviewed the improvement activities below and identified additional improvement activities based on stakeholder input. A review of progress made in the implementation of the improvement activities identified in the SPP includes the following:

Improvement Category	Improvement Activities	Status
1. Improving data collection and reporting	1a. Establish data fields and report format for monthly internal monitoring review and provide ongoing upgrades to data system.	<p>1a. Continuing. The data system continues to generate the “Timeliness by Coordinators” printout for service coordinators as well as “Timeliness by Providers” for all service providers. The report indicates service date to begin and service date began. The report also indicates a “flag” for services that may be delivered late. This report continues to be disseminated monthly to all Service Coordinators and Service Providers to be used for the following: monthly staffing, data verification and, if needed, appropriate technical assistance to the individuals.</p> <p>With TA assistance from CEDDERS and DAC, GEIS will be advertising through a Request for Information (RFI) to explore updated data systems available that will assist in collecting, compiling and reporting all IDEA requirements.</p>
2. Providing training/professional development	<p>2a. Review procedures and documentation requirements in contact logs with staff and data clerk to ensure appropriate accounting of “initial date of delivery” based on the IFSP.</p> <p>2b. Conduct annual training on functional interventions, integrated specialized services and</p>	<p>2a. Completed. (Based on Stakeholder’s recommendation, this activity is now a standard procedure for the program).</p> <p>2b. & 2c. Continuing. GEIS participated in the following trainings:</p> <ul style="list-style-type: none"> • In November and December 2010, and

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Improvement Category	Improvement Activities	Status
	<p>embedded interventions.</p> <p>2c. Support training on specific areas of expertise for service providers such as working with young children with hearing and vision impairments and their families.</p>	<p>February 2011, training and technical assistance was provided by Donna McNear, Vision Specialist. The purpose of these trainings was to give GEIS providers and the Program Coordinator strategies for working with infants and toddlers with visual impairments.</p> <ul style="list-style-type: none"> • In April 2011, a needs assessment was conducted by Boys Town Research Hospital. The purpose the needs assessment was to develop a professional development plan for increasing knowledge and skills of providers that support young children with hearing impairment and or deafness and their families. • In May 2011, GEIS teachers and social workers participated in the 'Incredible Years' (IY) Curriculum training. The purpose of the training was to prepare family group leaders to implement the IY curriculum. • In May 2011, GEIS sent the Program Coordinator to the <i>Pacific TA Meeting: Quality Practices in Early Intervention and Preschool Programs</i>. The purpose of the training was to increase understanding on national trends and issues related to quality services. Other topics discussed were on authentic assessment, child outcomes, IFSP /IEP process, functional outcomes and goals, and early childhood transition. This workshop was facilitated by NECTAC and WRRC. • In August 2011, all GEIS service coordinators and GEIS service providers participated in a training conducted by Dr. Naomi Younggren entitled: <i>Quality Practices in Early Intervention</i>.
<p>3. Improving systems administration and monitoring</p>	<p>3a. Monitoring System: Incorporate review of "initial delivery of IFSP services." Quality assurance checks are conducted internally on a monthly basis through staffing with service coordinators. Verification of "date" of service delivery will be crosschecked with the provider's</p>	<p>3a. Completed. <i>(Based on Stakeholder's recommendation, this activity is now a standard procedure for the program.)</i></p>

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Improvement Category	Improvement Activities	Status
	weekly schedules. The external monitoring reviews are done through the Division's Compliance Office. An analysis of the monthly reviews will assist GEIS with prioritizing improvement activities to address issues within the 2005-2006 year and in subsequent years.	
4. Recruitment and hiring of specialized services	4.1a. Outsource services for OT, PT, speech and audiology to meet requirements for providing services through request for proposal.	<p>4.1a. Continuing. Request For Proposals were announced for OT, PT and Speech services during this reporting period, but no responses were received. In addition, GEIS announced openings for Part-Time employment. As a result of this process GEIS was able to employ 2 part-time OT, and 1 part-time speech clinician. In addition, the SpEd Division is now able to provide PT services.</p> <p>Through collaboration with Guam CEDDERS and Guam Early Hearing Detection and Intervention Project, an Memorandum of Agreement was signed with Children's Hospital - Colorado to begin providing Teleaudiology Services as an option for conducting diagnostic audiological evaluation for infants birth to 6 months of age. In June 2011, Dr. Debra Hayes and Dr. Sue Dreith made visits to Guam to help in the development of the Teleaudiology operation, and to train DOE's audiometrists to assist with the Teleaudiology efforts. Guam's Teleaudiology pilot project was initiated in October 2011.</p>
Build system and infrastructures TA and Support.	<p><u>NEW ACTIVITY:</u></p> <p>To revise and implement protocol for securing related services in collaboration with DOE Personnel Division.</p>	<p>Resources: DOE Personnel, SpEd Administrators, TA Provider, GEIS Coordinators,</p> <p>Timeline: by May 2012 through FFY 2012.</p>

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for 2011-2012 (if applicable):

Based on stakeholder input and approval by OSEP, Guam Part C will include the new improvement activities, in the Guam Part C complete SPP.

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Overview of the Annual Performance Report Development:

Refer to description provided on page 1 of APR.

Monitoring Priority: Early Intervention Services In Natural Environments

Indicator 2: Percent of infants and toddlers with IFSPs who primarily receive early intervention services in the home or programs for typically developing children.

(20 U.S.C. 1416(a)(3)(A) and 1442)

Measurement:

Percent = [(# of infants and toddlers with IFSPs who primarily receive early intervention services in the home or programs for typically developing children) divided by the (total # of infants and toddlers with IFSPs)] times 100.

FFY	Measurable and Rigorous Target
2010 (2010-2011)	100% of infants and toddlers with IFSPs who primarily receive early intervention services in the home community-based settings.

Actual Target Data for FFY 2010: Measurement Period: July 1, 2010-June 30, 2011

618 Data	#Total IFSPs	# Received Services in the Home or Community-based settings	%Received Services in the Home or Community-based settings
December 1, 2010	171	171	100%=[(171)/(171)]x100

The data compiled for this indicator was the 618 reported data for the December 1 count. As shown, on December 1, 2010, 100% of the infants and toddlers with IFSPs received their services in the home or community based settings.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2010-2011:

As shown in the actual data for 2010-2011, Guam met its target of 100% for the reporting period. The GEIS, Part C Program, has procedures in place for determination of appropriate settings based on the individual needs of the child. The SC, as part of the assessment activities, assists the family in gathering information on how GEIS can be most helpful to the child and family and how their needs can be met with supports and services in the natural environment. Based on the needs of the child, as stated in the IFSP, services are provided in an environment appropriate to meeting the child's needs, which could be in a setting other than the natural environment. Through staff, childcare provider, and family awareness training sessions regarding services and supports in the natural environment, GEIS was able to meet the needs of all eligible children in the home and community settings.

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In collaboration with other child serving agencies, GEIS continues to support the following parent interactive activities and conferences annually to promote opportunities for families to participate in community activities:

- The ‘Power of Play’ is a parent training that offers appropriate developmental activities for families of children (birth to five years of age). This activity is in collaboration with Project Tinituhon, Guam’s Early Childhood Comprehensive System with the University of Guam Center for Excellence in Developmental Disabilities Education, Research, and Service (CEDDERS).
- ‘Gymboree’ is a Part C community activity that provides families with various ‘activity stations’, which focus on functional activities that will enhance their child’s developmental growth. This activity is conducted 2 times a year.
- ‘Library Story Time’ is an opportunity to enrich families’ knowledge in reinforcing literacy skills. These sessions focus on functional activities that will enhance their child’s developmental growth. GEIS conducts this activity once a month for families in the community at the various public libraries throughout the island.
- The annual ‘Head Start Fitness Fair’ allows our families to participate in appropriate developmental activities (for ages birth through five) and to learn more about other community programs. GEIS participates in this activity in collaboration with Head Start and other early childhood providers.
- ‘The IFSP training with Parents’ is a session that covers what parents should know about the IFSP Process and how to advocate for their child. These sessions were announced in the Spring and Summer 2011 in partnership with Guam CEDDERS.

The GEIS works closely with childcare providers who serve Part C eligible children. The ‘Intervention Sessions’ conducted at the childcare sites involve GEIS and childcare service providers working as partners in a group setting. GEIS works closely with child care staff on appropriate developmental activities to address the child’s needs, as per their IFSP, within the child’s group setting.

In addition, families are provided with a copy of “The Early Learning Guidelines: Birth to 36 Months” upon entry into the program. The Early Learning Guidelines: Birth to 36 Months, was part of a collaborative effort with Guam CEDDERS, Department of Public Health, Head Start, and Guam Early Intervention System. The Early Learning Guidelines are used as a guide to assist families and providers of what young children should know and be able to do.

Guam Interagency Coordinating Council reviewed the improvement activities below and there are no additional improvement activities needed at this time. A review of progress made in the implementation of the improvement activities identified in the SPP includes the following:

Improvement Category	Improvement Activities	Status
1. Providing training/professional development	1a. Provide parents with a Directory of Services that consist of information, resources, and strategies for creating opportunities for families to participate in community activities and for ensuring Service Coordinators provide information on service options and appropriate	1a. Continuing. GEIS will continue to provide families with the following resource materials: <ul style="list-style-type: none"> • Directory of Service (<i>Nene Directory</i>) booklet upon entry to the program. Directories have been updated annually to ensure accurate information in collaboration with other early childhood serving agencies.

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Improvement Category	Improvement Activities	Status
	<p>settings based on the individual needs of the child and family.</p> <p>1b. Quarterly staff training to ensure that the determination of appropriate setting is based on the individual needs of the child and family.</p> <p>1c. Review materials shared with parents on typical development and evaluate its effectiveness; provide parent training on material in their native language.</p>	<ul style="list-style-type: none"> • <i>“Guam’s Early Learning Guidelines for Birth to 36 Months”</i>. This booklet provides information to families and providers of what young children should know and be able to do. This document is part of collaborative effort with Guam CEDDERS, Department of Public Health, Head Start, Guam’s Early Childhood Comprehensive System –Project Tinituhon, and Guam Early Intervention System. <p>In collaboration with other child serving agencies, GEIS continues to support parent interactive conferences on an annual basis and to promote opportunities for families to participate in community activities, such as Power of Play, Gymboree, Play to Learn, and Library Story Time.</p> <p>1b. Continuing. GEIS continues to provide annual staff trainings in the Fall, to ensure determination of appropriate setting is based on the individual needs of the child and family. The SC and/or provider, as part of the assessment activities, assists the family in gathering information on how GEIS can be most helpful to the child and family and how their needs can be met with supports and services in the natural environment. In addition, at the pre-meeting visit, IFSP meeting, and intervention sessions, families, SC, and Service Providers continue to discuss possible setting(s) needed to meet child and family outcomes.</p> <p>1c. Continuing. In April, June and September 2011, parent trainings were held on topics such as, Understanding Your Rights, Identifying Options if Your Child Does Not Qualify for Part B, and Understanding Your Rights From Referral to Transition. Language interpreters are provided, at the parent’s request, to translate information in the family’s native language to ensure greater understanding of what is discussed</p>

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Improvement Category	Improvement Activities	Status
		and to encourage active participation during training sessions. GEIS will facilitate focus group meetings consisting of stakeholders to review and evaluate the effectiveness of the materials provided to families.
2. Improving systems administration and monitoring	<p>2a. Incorporate review of documentation procedures for determining "setting" in the internal monitoring reviews. The internal reviews are conducted on a monthly basis through staffing with service coordinators. The external monitoring reviews are done through the Division of Special Education's Compliance Office. An analysis of the monthly reviews will assist GEIS with prioritizing improvement activities to address issues within the 2005-2006 year and in subsequent years.</p> <p>2b. Public Awareness: Create public awareness about the importance of natural environments to include presentations, etc.</p> <p>2c. Early Intervention Services: Explore options available in which early intervention services can be provided through typical models in child care settings and/or other community settings</p>	<p>2a. Continuing. The DOE Office of Compliance continues to conduct on-site and off-site data reviews of the Part C program.</p> <p>2b. Continuing. In collaboration with other child serving agencies, GEIS continues to support parent interactive activities and conferences annually that focus on appropriate activities that can be incorporated within the family and child's natural environments. (Please see activities in the Discussion of Improvement Activities section).</p> <p>2c. Continuing. GEIS continues to work with childcare centers that serve eligible children under Part C. In Summer 2012, GEIS will be piloting community play activities at various resource centers that are based within low cost housing subdivisions.</p>

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 201-2012 (if applicable):

Based on stakeholder, there are no revisions to the improvement activities at this time.

Guam Part C State Annual Performance Report (APR) for FFY 2010 - 2011

Overview of the Annual Performance Report Development:

Refer to description provided on page 1 of APR.

Monitoring Priority: Early Intervention Services In Natural Environments

Indicator 3: Percent of infants and toddlers with IFSPs who demonstrate improved:

- A. Positive social-emotional skills (including social relationships);
- B. Acquisition and use of knowledge and skills (including early language/ communication); and
- C. Use of appropriate behaviors to meet their needs.

(20 U.S.C. 1416(a)(3)(A) and 1442)

Measurement:

A. Positive social-emotional skills (including social relationships):

- a. Percent of infants and toddlers who did not improve functioning = [(# of infants and toddlers who did not improve functioning) divided by (# of infants and toddlers with IFSPs assessed)] times 100.
- b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers = [(# of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers) divided by (# of infants and toddlers with IFSPs assessed)] times 100.
- c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it = [(# of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it) divided by (# of infants and toddlers with IFSPs assessed)] times 100.
- d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers = [(# of infants and toddlers who improved functioning to reach a level comparable to same-aged peers) divided by (# of infants and toddlers with IFSPs assessed)] times 100.
- e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers = [(# of infants and toddlers who maintained functioning at a level comparable to same-aged peers) divided by (# of infants and toddlers with IFSPs assessed)] times 100.

If a + b + c + d + e does not sum to 100%, explain the difference.

B. Acquisition and use of knowledge and skills (including early language/communication and early literacy):

- a. Percent of infants and toddlers who did not improve functioning = [(# of infants and toddlers who did not improve functioning) divided by (# of infants and toddlers with IFSPs assessed)] times 100.
- b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers = [(# of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers) divided by (# of infants and toddlers with IFSPs assessed)] times 100.
- c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it = [(# of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it) divided by (# of infants and toddlers with IFSPs assessed)] times 100.

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- d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers = [(# of infants and toddlers who improved functioning to reach a level comparable to same-aged peers) divided by (# of infants and toddlers with IFSPs assessed)] times 100.
- e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers = [(# of infants and toddlers who maintained functioning at a level comparable to same-aged peers) divided by (# of infants and toddlers with IFSPs assessed)] times 100.

If a + b + c + d + e does not sum to 100%, explain the difference.

C. Use of appropriate behaviors to meet their needs:

- a. Percent of infants and toddlers who did not improve functioning = [(# of infants and toddlers who did not improve functioning) divided by (# of infants and toddlers with IFSPs assessed)] times 100.
- b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers = [(# of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers) divided by the (# of infants and toddlers with IFSPs assessed)] times 100.
- c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it = [(# of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it) divided by the (# of infants and toddlers with IFSPs assessed)] times 100.
- d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers = [(# of infants and toddlers who improved functioning to reach a level comparable to same-aged peers) divided by the (# of infants and toddlers with IFSPs assessed)] times 100.
- e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers = [(# of infants and toddlers who maintained functioning at a level comparable to same-aged peers) divided by the (# of infants and toddlers with IFSPs assessed)] times 100.

If a + b + c + d + e does not sum to 100%, explain the difference.

FFY 2010-2011 SUMMARY STATEMENTS		
Outcome A: Positive social-emotional skills (including social relationships)	Target FFY 2010 (% of children)	Actual FFY2010 (%of children)
1. Of those infants and toddlers who entered the program below age expectations in Outcome A, the percent who substantially increased their rate of growth by the time they exited the program.	91.4%	66.7%
2. The percent of infants and toddlers who were functioning within age expectations in Outcome A by the time they exited the program.	82.6%	73.8%
Outcome B: Acquisition and use of knowledge and skills (including early language/communication and early literacy)	Target FFY 2010 (% of children)	Actual FFY2010 (%of children)
1. Of those infants and toddlers who entered the program below age expectations in Outcome B, the percent who substantially increased their rate of growth by the time they exited the program.	80.7%	72.1%

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2. The infants and toddlers of children who were functioning within age expectations in Outcome B by the time they exited the program.	61%	69%
Outcome C: Use of appropriate behaviors to meet their needs	Target FFY 2010 (% of children)	Actual FFY2010 (%of children)
1. Of those infants and toddlers who entered the program below age expectations in Outcome C, the percent who substantially increased their rate of growth by the time they exited the program.	77%	75%
2. The percent of infants and toddlers who were functioning within age expectations in Outcome C by the time they exited the program.	74.7%	73.8%

Actual Target Data for FFY 2010: Measurement Period: July 1, 2010 - June 30, 2011

The 2010-2011 progress data provided in Tables 1, 2, and 3 show, of the 84 infants and toddlers who exited the program, the number and percentage of infants and toddlers in the five measurement categories in the three early childhood outcome measures:

Table 1: Child Outcome A: Progress Categories for FFY 2010-2011:

A. Positive social-emotional skills (including social relationships):	Number of Children	% of Children
a. Percent of infants and toddlers who did not improve functioning.	0/84	0%
b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers.	15/84	17.9%
c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it.	7/84	8.3%
d. Percent of infants and toddlers who improve functioning to reach a level comparable to same-aged peers.	23/84	27.4%
e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers.	39/84	46.4%

Table 2: Child Outcome B: Progress Categories for FFY 2009-2010:

B. Acquisition and use of knowledge and skills (including early language/communication and early literacy)	Number of Children	% of Children
a. Percent of infants and toddlers who did not improve functioning.	0/84	0%
b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers.	17/84	20%
c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it.	9/84	11%
d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers.	35/84	42%
e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers.	23/84	27%

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Table 3: Child Outcome C: Progress Categories for FFY 2009-2010:

C. Use of appropriate behaviors to meet their needs	Number of Children	% of Children
a. Percent of infants and toddlers did not improve functioning.	0/84	0%
b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers.	16/84	19%
c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it	6/84	7%
d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers.	42/84	50%
e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers.	20/84	24%

Infants and toddlers exiting with less than 6 months of service did not participate in exit surveys. The total infants and toddlers who had an entry survey conducted and exited during reporting period July 1, 2010 to June 30, 2011 with less than 6 months service was three (3). Three (3) transitioned to Part B, one (1) was deceased, one (1) refused services, and three (3) moved off island.

“At Risk” Outcome Data:

As indicated in the OSEP Measurement Table, Guam Part C must separately report outcome data on “At Risk” infants and toddlers. For this reporting period, there were 3 “at risk” toddlers who exited the program. As indicated in Tables 4 - 6 Progress Categories below, of the three infants and toddlers identified as “at risk”, all (3) exited the early intervention program at a functioning “at age compared to their same aged peers”.

Table 4: Child Outcome A: Progress Categories for At Risk” FFY 2009-2010:

A. Positive social-emotional skills (including social relationships):	Number of At Risk Children	% of Children
a. Percent of infants and toddlers who did not improve functioning.	0/3	0%
b. Percent of infants and toddlers infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers.	0/3	0%
c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it.	0/3	0%
d. Percent of infants and toddlers who improve functioning to reach a level comparable to same-aged peers.	1/3	33%
e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers.	2/3	67%

Table 5: Child Outcome A: “At Risk” Progress Categories for FFY 2009-2010:

B. Acquisition and use of knowledge and skills (including early language/communication and early literacy)	Number of At Risk Children	% of Children
a. Percent of infants and toddlers who did not improve functioning.	0/3	0%

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b. Percent of preschool children who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers.	1/3	33%
c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it.	0/3	0%
d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers.	0/3	0%
e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers.	2/3	67%

Table 6: Child Outcome A: “At Risk” Progress Categories for FFY 2009-2010:

C. Use of appropriate behaviors to meet their needs	Number of At Risk Children	% of Children
a. Percent of infants and toddlers did not improve functioning.	0/3	0%
b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers.	0/3	0%
c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it.	0/3	0%
d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers.	1/3	33%
e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers.	2/3	67%

For this reporting period, GEIS used the ECO Summary Statement Calculator to generate the percentages for Summary Statement 1 and Summary Statement 2.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2010- 2011:

As indicated in the GEIS, Early Intervention Outcomes Measurement System procedures, early intervention service providers continue to use the Early Childhood Outcomes (ECO) Child Outcome Summary Form (COSF) to report on the child’s progress in the three outcome requirements. A child who rates 6 or 7 is considered to be “comparable to same-aged peers.” Infants and toddlers are assessed in the setting where he/she spends most of their time. Multiple sources of information is used to determine the status of the early intervention outcomes such as the Hawaii Early Learning Profile (HELP), parent interview, service provider observation, and other assessment or evaluation reports to be summarized in the COSF. Upon completing the COSF, the child team with input from the parents determined the overall rating of each outcome based on the ECO 7 point rating scale.

For this reporting period, there were **84 infants and toddlers** with disabilities who participated in the data entry collection one month after their Initial IFSP and who exited the program during FFY 2010-2011. Based on the above summary statement 1 table, 66.7% who entered the program below age expectations in Outcome A, 72.1% in Outcome B, and 75% in Outcome C substantially increased their rate of growth by the time they turned 3 years of age or exited the program. For summary statement 2 there were 73.8% in Outcome A, 69% in Outcome B, and 73.8% in Outcome C who were functioning within age expectations by the time they turned 3 years of age or exited the program.

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Figure 1: Percent of Children Who Substantially Increased Their Rate of Growth by the Time they Exited the Program

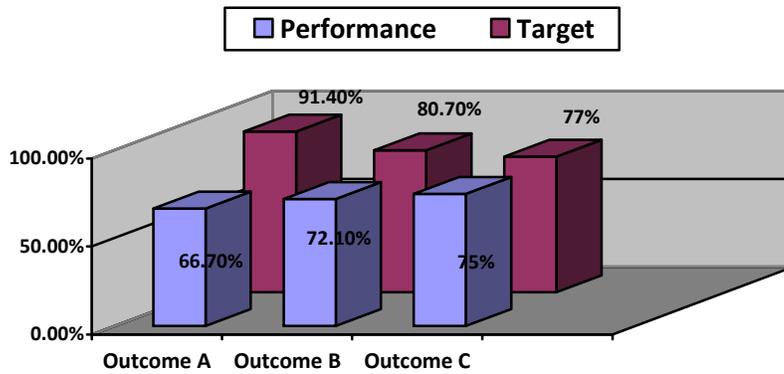
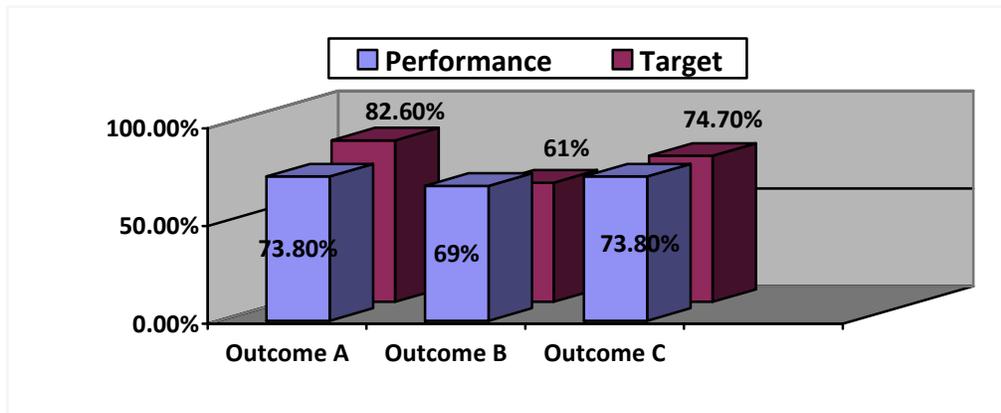


Figure 2: Percent of Children Who Were Functioning Within Age Expectations by the Time They Exited the Program

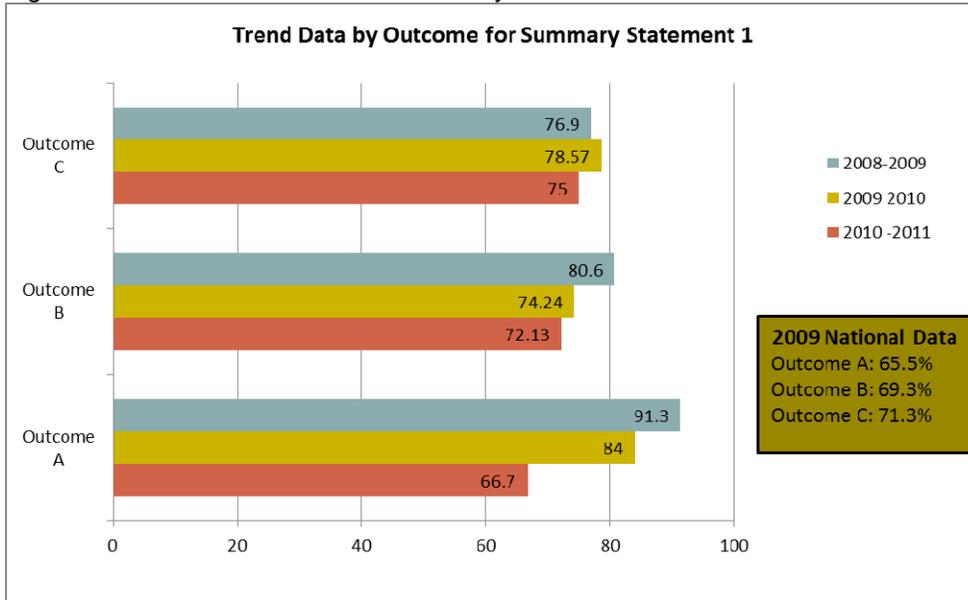


As indicated in the Figures 1 and 2 above, Guam met the projected target for Summary Statement 2 Outcome B. Guam did not meet 5 out of the 6 projected targets for this indicator. (Summary Statement 1- Outcome: A, B, & C. Summary Statement 2- Outcome: A & C.)

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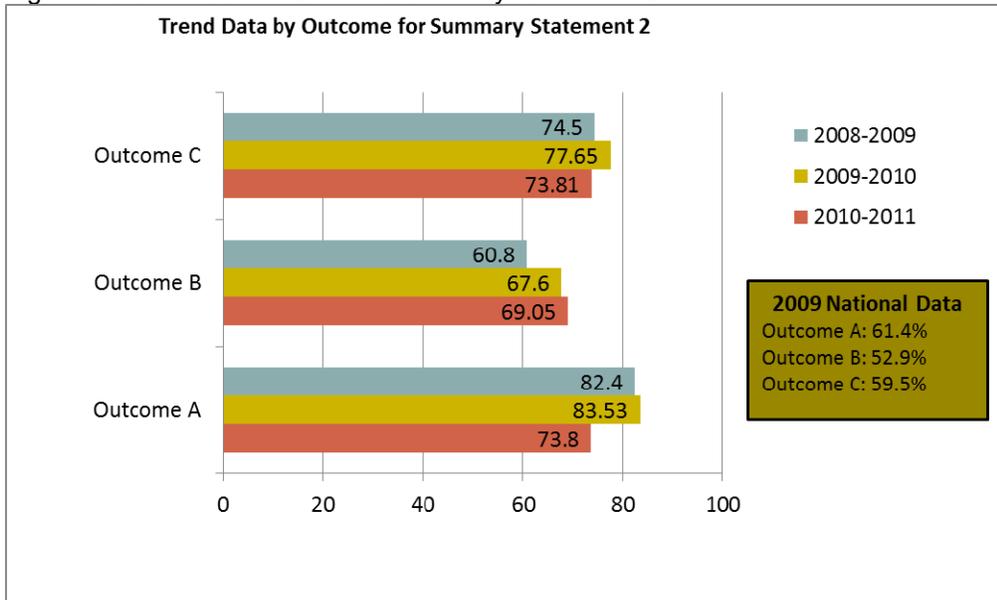
In comparison with National Data for 2009-2010 below taken from NCRRC-WRRC Cross-Regional Summit Presentation, November 2011, Guam's performance data for this reporting was within the same range in comparison with last year's National data for A, B and C for **Summary Statement 1**. (Figure 3)

Figure 3: Guam's Trend Data for Summary Statement 1



In comparison with National Data for 2009-2010 below taken from NCRRC-WRRC Cross-Regional Summit Presentation, November 2011, Guam's performance data for this reporting was within the same range, or better, in comparison with the Nation data for Outcome A, B and C for **Summary Statement 2**. (Figure 4)

Figure 4: Guam's Trend Data for Summary Statement 2



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States that participated in the NCRRC-WRRC Cross-Regional Summit presentation on the ECO shared some possible reasons for data anomalies.

- Continued training on the ECO process and the ECO rating scale, may have resulted with teams being more comfortable rating using ECO rating scale.
- More children are not entering at or near typical development as their same aged peers may have varied from previous years.
- Serving less children entering at age expectant levels are compared to previous years.

GEIS will continue to make program improvements based on yearly data analysis and, if needed, will revise procedures and provide professional development activities, as appropriate.

Guam Interagency Coordinating Council reviewed the improvement activities below and there are no additional improvement activities needed at this time. A review of progress made in the implementation of the improvement activities identified in the SPP includes the following:

Improvement Category	Improvement Activities	Status
1. Policy and Procedures	1a. Annually, the Part C Coordinator and GEIS staff reviews and revise, if necessary, the Outcome Measurement process and guidelines.	1a. Continuing. Based on input from Service Coordinators and Service Providers, procedures continue to be refined as needed.
2. Providing training/professional development	2a. Facilitate training for GEIS staff on procedures for assessing and monitoring early childhood outcomes and ensure staff is knowledgeable regarding child development, functional skills, and sequence of development and implementation of assessments being utilized. 2b. GEIS staff participates annually at the National Outcomes Conference to gain updated knowledge and skill.	2a. Continuing. Training on program procedures continue to be conducted yearly with staff with support from Guam CEDDERS. Training was conducted in Fall 2010 and 2011 on the early childhood outcomes procedures. Throughout the year, practice activities, materials and tools, provided in the ECO website, were used during GEIS staff meetings. The purpose of these trainings is to provide effective strategies for teachers and parents that will ultimately impact and enhance the overall development of young children. 2b. Continuing. GEIS continues to support participation of staff at the annual National Early Childhood Outcomes Conference. In July 2010, the GEIS School Program Consultant attended the OSEP Mega Conference in conjunction with the ECO conference.

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Improvement Category	Improvement Activities	Status
	<p>2c. Parent Training specific to Social Emotional, Early Literacy, and other typical development.</p> <p>2d. Parent Training in the Early Childhood Outcomes</p>	<p>2c. Continuing. In collaboration with other child serving agencies, GEIS provided the parent interactive activities and conferences during this period:</p> <ul style="list-style-type: none"> • The Power of Play • Gymboree • Library Story Time • Head Start Fitness Fair <p>In addition, families were provided materials and a copy of the Early Learning Guidelines (birth-36 months). The end result of these training activities is to provide support to families on strategies that will increase their knowledge and skills on ways to improve the overall development of their child.</p> <p>2d. Continuing. In collaboration with CEDDERS, a parent training for Early Childhood Outcomes is scheduled for February 2012. The “<i>Outcomes Step By Step</i>” video, shared during the ECO conference in New Orleans, LA, will be used in the training. In addition, a parent booklet on understanding the Early Childhood Outcomes will be provided to parents.</p>
<p>3. Monitoring & Supervision</p>	<p>3a. Incorporate review of documentation for assessing early childhood outcome activities. Activities to include outreach activity screening results and the percentage of children served.</p> <p>3b. Quarterly, the Part C Coordinator reviews and verifies the Outcome data reports.</p>	<p>3a. Continuing. The Part C Coordinator provides progress reports to the GICC quarterly.</p> <p>3b. Continuing. Based on stakeholder input, GEIS will review the effectiveness of the program by tracking children who have exited (in progress categories “d and e” in the Child Outcome Measurement) and if they are receiving special education services one year later.</p>
<p>4. Other</p>	<p>4a. Parent and Primary Caregiver Information: Provide parents and primary caregivers with information regarding child development, stages of development, functional skills, and suggestions on appropriate strategies to enhance</p>	<p>4a. Continuing. GEIS staff provides suggestions on appropriate strategies to enhance child’s development to families during IFSP meetings, intervention sessions, and interactive family fairs/conferences.</p>

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Improvement Category	Improvement Activities	Status
	their child's development.	

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2011 - 2012 (if applicable):

Based on stakeholder, there are no revisions to the improvement activities at this time.

Guam Part C State Annual Performance Report (APR) for FFY 2010 - 2011

Overview of the Annual Performance Report Development:

Refer to description provided on page 1 of APR.

Monitoring Priority: Early Intervention Services In Natural Environments

Indicator 4: Percent of families participating in Part C who report that early intervention services have helped the family:

- A. Know their rights;
- B. Effectively communicate their children's needs; and
- C. Help their children develop and learn.

(20 U.S.C. 1416(a)(3)(A) and 1442)

Measurement:

- A. Percent = [(# of respondent families participating in Part C who report that early intervention services have helped the family know their rights) divided by the (# of respondent families participating in Part C)] times 100.
- B. Percent = [(# of respondent families participating in Part C who report that early intervention services have helped the family effectively communicate their children's needs) divided by the (# of respondent families participating in Part C)] times 100.
- C. Percent = [(# of respondent families participating in Part C who report that early intervention services have helped the family help their children develop and learn) divided by the (# of respondent families participating in Part C)] times 100.

FFY	Measurable and Rigorous Target
FFY 2010- 2011	<ul style="list-style-type: none"> A. At least <u>95%</u> of families who participated in Part C will report that early intervention services have helped their family “know their rights.” B. At least <u>90%</u> of families who participate in Part C will report that early intervention services have helped their family “effectively communicate their children’s needs.” C. At least <u>90%</u> of families who participate in Part C will report that early intervention services have helped their family “help their children develop and learn.”

Actual Target Data for FFY 2010: Measurement Period: July 1, 2010 - June 30, 2011

As indicated in the Table below, GEIS did not meet the target for Measure A, but met the target for Measures B and C:

- A. Know their Rights: **Did not meet target of 95%** as 90.7% (68/75 responses) reported that early intervention services have helped their family “know their rights.”
- B. Effectively communicate their children's needs: **Met target of 90%** as 94.7% (71/75 responses) of families reported that early intervention services have helped their families “effectively communicate their children’s needs.”

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- C. Help their children develop and learn: **Met target of 90%** as 97.3% (73/75 responses) of families reported that early intervention services have helped their family “help their children develop and learn.”

Table 1: Summary of Parent Survey

Percent of families participating in Part C (survey respondents) who report that early intervention services have helped the family:		
Measurement Descriptor	Actual Data	Survey Item Description
A. Know their rights;	A. 90.7% (68/75)	A. Survey Item #18: Guam Early Intervention System services have helped my family know our rights.
B. Effectively communicate their children’s needs; and	B. 94.7% (71/75)	B. Survey Item #15: Guam Early Intervention System services have helped my family effectively communicate my child’s needs.
C. Help their children develop and learn.	C. 97.3% (73/75)	C. Survey Item #22: Guam Early Intervention System services have helped my family help my child develop and learn.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2009-2010:

Survey Instrument: Through support from the University of Guam Center for Excellence in Developmental Disabilities Education, Research, and Service (Guam CEDDERS), the 2010-2011 survey included 22 items from the NCSEAM survey identical to the 2009-2010 survey.

Dissemination: The surveys were disseminated to parents of all infants and toddlers receiving services for a minimum of six months. The initial method of dissemination was through the U.S. Postal Service. Three weeks after the initial dissemination, a second dissemination for non-respondents was made through personal delivery to the families hand-delivered by the service coordinator. The hand-delivered dissemination of the surveys occurred from the mid-July through October. The surveys were also disseminated through the Part C Parent Leadership Training Series held in July and August.

Parents were provided the opportunity to mail back the surveys utilizing the enclosed self-addressed envelope or return the completed surveys through their child’s service coordinator, to the Guam Early Intervention System (GEIS) office, or to the Guam CEDDERS office. Another option was to fax the completed survey or complete the survey by phone.

Return Rate: Results for the 2010-2011 Family Feedback Survey for families receiving services from GEIS were completed with a return rate of **68% (77/114)**. This is an increase from last year’s return rate of 39% (43/112). The increase in the return rate may have resulted from the dissemination process. Surveys were disseminated through three different methods, which ensured a greater amount of returns.

Reliability of Results:

The analyses of the results revealed that the Guam Part C program did not meet the target for Measurement A, but met the targets for Measurements B and C for Indicator #4. Based on the 618 Ethnicity groups, the results of returned surveys indicated that the responses were representative of the population of which the majority is Pacific Islanders for Guam.

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Measurement A: Know their Rights:

GEIS measurement of 90.7% did not meet the target of 95% for this measurement reported that early intervention services have helped their family “know their rights.” GEIS in collaboration with Guam CEDDERS, conducted the following training sessions, which focused on Part C Procedural Safeguards, Transition from Part C to Part B, and IFSP training sessions which covered what parents should know about the IFSP process and how to advocate for their child. In addition, copies of the Revised Part C Procedural Safeguards were disseminated to all families.

Measurement B: Effectively Communicate their Children’s Needs and Measurement C: Helped their Children Develop and Learn:

For Measurement B: GEIS exceeded the target of 90% as 94.7% (71/75 responses) of families reported that early intervention services have helped their families “effectively communicate their children’s needs.”

For Measurement C: GEIS exceeded the target of 90% as 97.3% (73/75 responses) of families reported that early intervention services have helped their family “help their children develop and learn.”

GEIS continues to provide training to families on how to effectively communicate with their children’s needs. Suggestions on appropriate strategies to enhance child’s development are provided for families during IFSP meetings, intervention sessions, and interactive family fairs/conferences. In addition the Guam Early Learning Guidelines (GELG) Birth to 36 months is provided to all families in the program. The GELG provides ideas of what parents should know and be able to do to support their child in the various developmental stages from birth to 36 months. During the transition stage, the GELG for children ages three to five are provided to inform families about the development and capabilities of children who are preparing for preschool and kindergarten.

In collaboration with other child serving agencies, early intervention continues to support the following parent interactive activities and conferences:

- The ‘Power of Play’ is done in collaboration with Project Tinituhon, Guam’s Early Childhood Comprehensive System and other early childhood serving agencies. The Power of Play is a parent interactive conference that offers appropriate developmental activities for families of children (birth to five years of age).
- ‘Gymboree’ is a Part C community activity, conducted 2 times a year within the community. The GEIS staff provides developmental activities for families with children (birth to three years of age). Families participate in various ‘activity stations’, which focus on functional activities that will enhance their child’s developmental growth.
- ‘Library Story Time’ is a Part C activity conducted once a month, in various public libraries throughout the island. This activity offers opportunities for all families in the community to participate in functional activities that will enhance their child’s developmental growth.
- The annual ‘Head Start Fitness Fair’ allows our families to participate in appropriate developmental activities (for ages birth through five) and to learn more about other community programs.
- The ‘IFSP training with Parents’ is a session that covers what parents should know about the IFSP Process and how to advocate for their child.
- Procedural Safeguards training on parental rights under IDEA Part C.
- Parent Leadership training is providing training for parents to become parent coaches or mentors for other parents.
- Transition training sessions provides information to parents of the difference between Part C and part B and the requirements for transition.

GEIS also works closely with childcare providers who serve Part C eligible children. The ‘Intervention sessions’ conducted at the childcare sites involve GEIS and childcare service providers working as

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partners in a group setting. GEIS works closely with childcare staff on appropriate developmental activities to address the child's needs, as per their IFSP, within the child's group setting.

GEIS, in continued partnership with Project Tinituhon, Parent Information and Resource Center (PRIC) and other early childhood groups provide information on early childhood services and child development through early childhood publications such as I Mandikiki Newsletter, Oh Baby, and The Guam Early Learning Guidelines to parents in the Program. In addition, the following information on parent support groups is provided depending on family needs or request:

- Guam EHDI Parent to Parent Support Group Meeting
- Autism Community Together (ACT)
- Parent Information and Resource Center (PIRC)
- Down Syndrome Society of Guam

Guam Interagency Coordinating Council reviewed the improvement activities below and there are no additional improvement activities needed at this time. A review of progress made in the implementation of the improvement activities identified in the SPP includes the following:

Improvement Category	Improvement Activities	Status
1. Survey Instrument	1a. Review of the family outcomes survey process, including feedback from previous year's survey for appropriateness of items for language and understanding and the methods for gathering feedback. Survey will ensure that the items demonstrate understanding, including as appropriate, availability of translated materials and/or translators.	1a. Continuing. Through support from the University of Guam Center for Excellence in Developmental Disabilities Education, Research, and Service (Guam CEDDERS), the 2010-2011 survey included 22 items from the NCSEAM survey identical to the 2009-2010 survey.
2. Survey Methods	2a. With assistance from the ICC, GEIS to conduct an annual survey to address the Indicator measures that includes a variety of methods for responding, e.g. interview, focus group of survey, e-mail, one-on-one, or small group, dependent upon the outcomes for implementing Improvement Activity #1 above. The methods would have to be standardized to ensure that the feedback gathered is based on the survey measures.	2a. Continuing. The surveys were disseminated to parents of all infants and toddlers receiving services for a minimum of six months. The initial method of dissemination was through the U.S. Postal Service. Three weeks after the initial dissemination, a second dissemination for non-respondents was made through personal delivery to the families hand-delivered by the service coordinator. The hand-delivered dissemination of the surveys occurred from mid-July through October. The surveys were also disseminated through the Part C Parent Leadership Training Series held in July and August. Parents were provided the opportunity to mail back the surveys utilizing the enclosed self-addressed envelope or return the completed surveys through their child's SC, to the Guam

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Improvement Category	Improvement Activities	Status
	2b. Develop other options that would increase the rate of return on the survey, such as electronic mail or accessing the GEIS website.	<p>Early Intervention System (GEIS) office, or to the Guam CEDDERS office. Another option was to fax the completed survey or complete the survey by phone.</p> <p>2b. Continuing. The increase in the return rate may have resulted from the dissemination process. Surveys were disseminated through three different methods, which ensured a greater amount of returns.</p>
3. Parent Support, Training, and Professional Development	<p>3a. With assistance from the ICC, GEIS to develop parent “mentors” (helper, supporter, advocate) to serve as interviewers and support to families- parent-to-parent “Mentor” development to support families to also include:</p> <ul style="list-style-type: none"> • Understanding their rights. • Leadership skills. 	<p>3a. Continuing. With assistance from the GICC, a Parent Forum was held on July 6, 2010. In addition, A parent was sent to the OSEP Conference Mega meeting in July/August 2011. The intent for the parent participation was to build leadership skills and mentorship in assisting other parents on how to navigate through the system.</p> <p>GEIS with support from Guam CEDDERS conducted the following parent trainings:</p> <ul style="list-style-type: none"> • April 2, 2011: ‘Understand your rights when you are transitioning out of the GEIS Program’ and ‘Identify other options you have as a parent if your child does not quality qualify for the Part B Special Education program’ • ‘Understanding your Rights from Referral to Transition’ was held on June 22, 2011, June 25, 2011, June 29, 2011, and July 6, 2011 • Training entitled: ‘Understanding the IFSP’ was held on September 27, 2011, facilitated by Kathleen Lowrance, a training consultant with the Parent Training and Information Centers (PTI). • Parent leadership conference entitled: <i>Changing the future for Children: A Parent Leadership Opportunity</i> was conducted on September 28 and 29, 2011, facilitated by Kathleen Lowrance, a training consultant with the Parent Training and Information Centers (PTI). <p>Based on input from the ICC parent training will continue to be held annually.</p>

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Improvement Category	Improvement Activities	Status
	<p>3b. Facilitation of the parent “post-survey” validation process and development of the parent “mentor” training series. (Annually)</p> <p>3c. Parent Training on procedural Safeguards. (Annually)</p> <p>3d. Copies of the revised Part C Procedural Safeguards Notice.</p>	<p>3b. Continuing. Upon completion of the series of parent training, GEIS identified up to 3 parents who were interested in the parent “mentor” training series.</p> <p>3c. Continuing. GEIS sponsored four sessions for parent on procedural safeguards were held in April, June, and July 2011 for Part C parents.</p> <ul style="list-style-type: none"> • April 2, 2011: Part C Parent Training: The Special Education Process, 8 total participants. • June 22, 25, 29 & July 6, 2011: Part C Training Series- Understanding the Early Intervention Process from Referral to Transition. <ul style="list-style-type: none"> ○ June 22: 35 participants ○ June 25: 19 participants ○ June 29: 21 participants ○ July 6: 20 participants <p>3d. Continuing. Revised copies of the Part C Procedural Safeguards Notice were printed and provided to parents in April 2011.</p>

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2011 – 2012. (If applicable)

Based on stakeholder, there are no revisions to the improvement activities at this time.

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Overview of the Annual Performance Report Development:

Refer to description provided on page 1 of APR.

Monitoring Priority: Effective General Supervision Part C / Child Find

Indicator 5: Percent of infants and toddlers birth to 1 with IFSPs compared to:

- A. Other States with similar eligibility definitions; and
- B. National data.

(20 U.S.C. 1416(a)(3)(B) and 1442)

Measurement:

- A. Percent = [(# of infants and toddlers birth to 1 with IFSPs) divided by the (population of infants and toddlers birth to 1)] times 100 compared to the same percent calculated for other States with similar (narrow, moderate or broad) eligibility definitions.
- B. Percent = [(# of infants and toddlers birth to 1 with IFSPs) divided by the (population of infants and toddlers birth to 1)] times 100 compared to National data.

FFY	Measurable and Rigorous Target
2010 (2010-2011)	On December 1, 2010, Guam served 1.75% infants under age one.

Actual Target Data for FFY 2010: Measurement Period: July 1, 2010 - June 30, 2011

The baseline data is taken from Guam's 618 Child Count Data Table reported for December 1, 2010. For the report period of 2010-2011, the number of children birth to one year of age was **63**, which represented **1.78%** of 3,535 total population reported by OSEP.

Percentage Served Under Age One Based on 618 Child Count Data

618 Report Year December 1	Total Population	# Infants Under Age One Served**	% Infants Under One Served	Measurement B % National Data****
2010	3,535	63	1.78.%	1.03%

Sources: U.S. Department of Education, Office of Special Education Programs, Data Analysis System (DANS), OMB #1820-0557: "Infants and Toddlers Receiving Early Intervention Services in Accordance with Part C," 2010. Data updated as of August 3, 2011.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2010-2011:

Using the required measurement, Guam's performance of 1.78% has met the target of 1.75% for 2010-2011. Data for this indicator was collected, on December 1, 2010 as part of the required 618 Table 1: Child Count Report.

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The following data shows a trend for 2004-2010.

Table 2. Trend Data 12/1/2004 through 12/1/2010 - Percentage Served Under Age One

FFY	Total Population*	# Infants Under Age One Served	% Infants Under Age One Served
12/1/2010	3535	63	1.78%
12/1/09	3,535	33	.93%
12/1/08	3,535	53	1.50%
12/1/07	3,535	43	1.22%
12/1/06	3,535	47	1.33%
12/1/05	3,535	40	1.13%
12/1/04	3,535	42	1.19%

Guam continues to be above the National average. The Guam Early Intervention System will continue to monitor child find and evaluation activities.

Guam Part C with input from the Guam ICC identified gaps and improvement strategies to be implemented that may increase the numbers of infants and toddlers located, identified and served. For further discussion please refer to Indicator 6 for specific improvement strategies.

Please refer to Indicator 6 for review of progress made in the implementation of the improvement activities identified in the SPP includes the following:

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2011 - 2012 (if applicable):

Based on stakeholder, there are no revisions to the improvement activities at this time.

Guam Part C State Annual Performance Report (APR) for FFY 2010 - 2011

Overview of the Annual Performance Report Development:

Refer to description provided on page 1 of APR.

Monitoring Priority: Effective General Supervision Part C / Child Find

Indicator 6: Percent of infants and toddlers birth to 3 with IFSPs compared to:

- A. Other States with similar eligibility definitions; and
- B. National data.

(20 U.S.C. 1416(a)(3)(B) and 1442)

Measurement:

- A. Percent = [(# of infants and toddlers birth to 3 with IFSPs) divided by the (population of infants and toddlers birth to 3)] times 100 compared to the same percent calculated for other States with similar (narrow, moderate or broad) eligibility definitions.
- B. Percent = [(# of infants and toddlers birth to 3 with IFSPs) divided by the (population of infants and toddlers birth to 3)] times 100 compared to National data.

FFY	Measurable and Rigorous Target
20 (2010-2011)	On December 1, 2009, Guam served 2.4% infants and toddlers birth to 3.

Actual Target Data for FFY 2010: Measurement Period: July 1, 2010 - June 30, 2011

The baseline data is taken from Guam's 618 Child Count Data Table reported for December 1, 2010. For the report period of 2010-2011, the number of children birth to three years of age was **171**, which represented 1.67% of 10,218 total population reported by OSEP.

Percentage of Children Served on December 1 Compared to National Data

618 Report Year December 1	Total # Population Birth to 3*	# Children Birth to 3 Served**	% Birth to 3 Served	% National Data Birth to 3 Served***
2010	10, 218	171	1.67%	2.82%

Sources: U.S. Department of Education, Office of Special Education Programs, Data Analysis System (DANS), OMB #1820-0557: "Infants and Toddlers Receiving Early Intervention Services in Accordance with Part C," 2010. Data updated as of August 3, 2011.

Guam is reporting that 1.67% of infants and toddlers ages birth through 2 served on December 1, 2010, is below the national data of 2.82% of infants and toddlers ages birth through 2, including children at risk served.

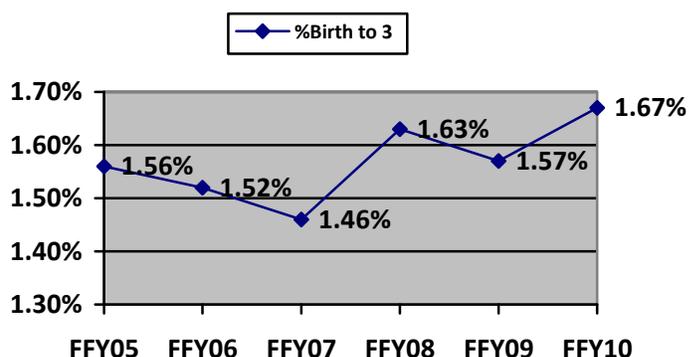
Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2010-2011:

Using the required measurement, Guam did not meet its SPP target of 2.4% of infants and toddlers ages birth to three served by GEIS, the Part C Program, for the reporting period. Guam's performance of 1.67% was also below the percentage from the national data. While Guam has not met its projected target, the FFY 2010 actual target data demonstrates improvement in identification rate for birth to three

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years of age with IFSPs from 1.57% in FFY 2009 to 1.67% in FFY2010. Guam continues to increase its rate yearly as indicated in the tables below.

Table 1 Total Children Served from FFY 2005-2010



12/1/10	10,218	171	1.67%
12/1/09	10,218	160	1.57%
12/1/08	10,218	167	1.63%
12/1/07	10,218	149	1.46%
12/1/06	10,218	155	1.52%
12/1/05	10,218	159	1.56%

Referral Sources

Based on Table 2, the majority of the referrals to Part C for the past 5 years came from the Guam Early Hearing Detection and Intervention Project. The high number of referrals is due to the universal newborn hearing screening, which is a standard of care at the birthing facilities. All newborns who fail the hearing screening are referred to GEIS for a full diagnostic audiological evaluation for possible hearing impairment. Referrals from health care (pediatricians, family practice physicians) are consistently at the 21% to 39% range for the past few years. The least referrals displayed in the table below continue to be from Social Service agencies and from day care providers.

Table 2: Number of Referral by Referral Sources for 2010-2011

FFY	Guam EHCI	Health/Facility	Parents/ Relatives	Daycare	Social Services.	GEIS	Other	Total
12/2/2010-12/1/2011	268 (46.13%)	175 (30.12%)	111 (19.1%)	1 (.17%)	10 (1.72%)	13 (2.24%)	3 (.52%)	581

As indicated in table 3 below, GEIS was able to determine if the child was in need of early intervention services for 308 of the referrals received. Thirty (32) of the referrals were terminated during the referral process due to the child moving off-island, the child passing away, or referrals forwarded to Part B Preschool due to age. One hundred and four (104) of the referrals were not completed due to refusals by families or families not responding to the various attempts made by the service coordinators to complete the referral process. Forty-six are still moving through the referral process as of December 1, 2011.

Table 3: Referral Results for 12/2/10-12/1/11

	IFSP	Passed Screener	Not Eligible	Referred Part B	No response/ Location unknown	Refusal	Deceased	Moved
12/2/2010-12/1/2011	87 (17.06%)	222 (43.51%)	7 (1.37%)	3 (.60%)	57 (11.18%)	104 (20.40%)	8 (1.57%)	22 (4.31%)

“Drill down” discussions continue to be held with the GEIS staff to find root causes for refusals and no responses from families that resulted in the termination of the referrals. The data reported on table 3,

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under the category of Refusal, are for referrals terminated due to families refusing further evaluation. The recommendations given by stakeholders is to review the data on families who refusing services and “drill down” by ethnicity, age of parents and their education, etc., to explore other reasons for the increase rate of parents refusing services, such as the lack of understanding about child development and how early intervention services can benefit their child the family. Other reasons may be that families are dealing with housing and income needs to support the rest of the family and early intervention service is not a priority at this time.

GEIS will explore effective strategies for assisting families as they navigate through other social service agencies for these supports. In addition, for families who refuse GEIS services, GEIS will attempt to make ‘face to face’ contact with families to further discuss the GEIS services and how our services may provide support. This step ensures family fully understands the reason for their child's referral to GEIS, what the program has to offer, and how these services benefit their child and family. As we continue further discussions with stakeholders, additional strategies and incentives for public awareness and child find will be explored. GEIS will include new improvement activities to address this need.

GEIS continues to monitor families refusing services or who did not respond by conducting follow-up calls and/or letters 1 - 3 months after termination of referral. The Service Coordinator inquires how the child is doing and asks the family if they are interested in possible early intervention services.

Based on the recommendation from the Guam ICC, the following strategies were initiated:

- The GICC continues to assist in updating the Memorandum of Agreement (MOA) that was developed in 2003. The MOA includes Guam Memorial Hospital Authority, Department of Public Health and Social Services, Department of Mental Health and Substance Abuse, University of Guam, and Guam Department of Education. The MOA clarifies each agency's roles and responsibilities for serving infants and toddlers with special needs as well as the development of a “Universal Referral Form” for all child-serving agencies. The MOA will be finalized by April 2012. In collaboration with Department of Public Health and Social Services Project Kariñu, a Universal Referral Form has been developed and a draft is pending stakeholder input.
- GEIS continues to provide annual trainings to child care providers in collaboration with the Department of Public Health and Social Services - Child Care and Development Fund Program. Trainings on child development, developmental red flags, and the Ages and Stages Questionnaire (ASQ) were provided at the annual childcare conference. In addition, GEIS continues to conduct trainings on developmental screening / identification of red flags at the annual childcare trainings.
- GEIS aggressively worked with individual childcare centers by assigning a Service Provider to daycare centers. The goal is for childcare providers to be familiar with GEIS and view GEIS as a resource. Therefore, should any questions about child development or early intervention services arise, the childcare providers will have a point of contact to discuss possible referrals. GEIS also provided opportunities for individual childcare centers to receive training on the ASQ; however, there were challenges in schedules for childcare providers. In addition, GEIS has experienced a change in staff and reassignment has been finalized. GEIS will be piloting with two childcare sites to implement a joint development screener activity by February 2012. One childcare site has assured their commitment for this activity. GEIS is currently working on obtaining assurance from a second childcare site.
- Program representatives from GEIS continue to meet with social service administrators to discuss the process of referring infants and toddlers who may be eligible for early intervention services due to environmental factors present in a child's home setting. A meeting with social services social workers, case workers, and their perspective supervisors from DPHSS, BOSSA, is

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scheduled for January 18, 2012. The meeting will involve discussion of the referral process, surrogate parent assignment, the role of GEIS and Social Service representatives, and how the process could better improve.

Child Find and Public Awareness Activities

Guam is committed to ensuring that eligible infants and toddlers, birth to three years of age, are provided early intervention services as required in this Part C of the IDEA. In addition to the current child find and public awareness activities, GEIS has secured a public awareness contract to develop an updated GEIS public awareness campaign. GEIS continues to review and update implementation strategies to ensure an increase in the number of families who have eligible infants and toddlers receiving the necessary support services.

In addition, the following continue as GEIS' child find and public awareness activities:

- An annual training calendar and public awareness and child find activities for all primary referral sources and the general public.
- GEIS continues to use culturally relevant materials that inform and promote the referral of eligible children. Materials are both in hard copy and electronic media production for the general public to view. GEIS posted its program website on the internet for families who seek information via the web sites. In addition, GEIS is developing hard copies in different languages to ensure information is culturally relevant for Guam's population.

GEIS Referral Procedures

GEIS continues to utilize the Dedicated Service Coordinator Model. The service coordinator's primary focus and responsibility is in service coordination. Provision of services stated in the child's IFSP would be the primary focus for Service Providers. GEIS conducts training for staff to increase their knowledge and skills on the processes and procedures annually.

A review of progress made in the implementation of the improvement activities identified in the SPP includes the following:

Improvement Category	Improvement Activities	Status
1. Providing training and professional development	1a. <u>Annual training</u> for physicians and other healthcare providers with an emphasis on child development, developmental milestones, identification, and evaluation and intervention treatment plans of infants and toddlers with special needs. Training activities to include grand rounds at the Guam Memorial Hospital Authority.	1a. Continuing. GEIS continues to collaborate with other agencies and organizations to provide awareness and training activities for physicians and other health care providers. The following activities continue: <ul style="list-style-type: none"> • Monthly Special Needs Clinic at Department of Public Health and Social Services. • A GEIS Nurse provides services at the Nursery unit at the Guam Memorial Hospital. The nurse provides information and support for parents, nurses, and physicians at the hospital nursery regarding infant development and care. • The service provider attends medical appointments to consult with the physician when requested and consented

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Improvement Category	Improvement Activities	Status
	<p>1b. Conduct annual <u>parent training</u> on child development, developmental milestones, and referral for early intervention services.</p> <p>1c. Annual training for primary referral sources on strategies for locating, identifying and referring to GEIS; to include developmental screening and social/emotional screening villages or regional levels.</p>	<p>by family.</p> <ul style="list-style-type: none"> • With family's written consent, physicians are provided with the GEIS report on child's developmental status. • GEIS, in collaboration with other agencies, has provided presentations and trainings to interested individual childcare centers. The program continues to offer presentations to agencies, childcare centers, and clinics. <p>1b. Continuing. GEIS continues to collaborate with other early childhood agencies, as indicated in the Discussion Section on Indicator #2. (Please refer to Indicator #2)</p> <p>1c. Continuing. In collaboration with other early childhood community partners, ongoing training is provided to primary referral sources regarding identifying and referring children with special needs and their families.</p> <ul style="list-style-type: none"> • On January 22, 2011, Guam CEDDERS facilitated a training entitled: "Young Children at Risk...Whom Do I Call?" for primary referral sources. During this session, providers were trained on the Ages and Stages Questionnaire. Forty-two (42) primary referral providers (childcare directors, Maternal Child Health Nursing Supervisors, and Early Childhood System of Care Staff) attended the 4-hour session. Individuals who completed the training received an ASQ-3 Kit. <p>In collaboration with Guam's Early Childhood Comprehensive System - Project Tinituhon, Head Start, and DPHSS participate in the following community outreach screening for young children birth to age 5:</p> <ul style="list-style-type: none"> • November 6, 2010- "GEIS Check Me Out Fair", Chief Brodie Elem. School. • November 27, 2010-DPHSS Outreach Activity, Santa Ana Subdivision, 23 sets of brochures handed out

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Improvement Category	Improvement Activities	Status
		<ul style="list-style-type: none"> • March 2011, participated in the Head Start Fitness Fair. • May 7, 2011, GEIS collaborated with Head Start, Project Tinituhon, and ECSE Preschool, Project Kariñu, and various childcare centers for “Power of Play” Interactive Parent Conference at Guam Sports Complex.
2. Public Awareness/Child Find	<p>2a. <u>Child Find</u>: Ongoing child find activities for child-care providers to include private school settings.</p> <p>2b. <u>Public Awareness</u>: Quarterly public awareness presentations to hospitals, clinics, and Mayor’s offices regarding public awareness materials readily available for display and/or dissemination; increased media coverage through TV commercials, radio, print ads; increased dissemination of public awareness materials: brochures, non-consumable promotional items (an informational ‘wheel’ on the stages of development of</p>	<p>2a. Continuing. GEIS continues to disseminate informational packets, conduct phone calls and person-to-person follow-ups with primary referral sources in an effort to strengthen relationships with primary referral sources. Community outreach activities were conducted during the reporting period in collaboration with other public and private agencies, such as Department of Public Health and Social Services (DPHSS), Guam Community College (GCC), University of Guam (UOG), and Head Start. During the activities, the GEIS brochures were distributed to raise awareness of the Part C Program.</p> <p>GEIS has experienced a change in staff and reassignment has been finalized. GEIS will be piloting with two childcare sites to implement a joint development screener activity by February 2012. One childcare site has assured their commitment for this activity. GEIS is currently working on obtaining assurance from a second childcare site.</p> <p>2b. Continuing. GEIS has secured a public awareness contract to develop an updated GEIS public awareness campaign. GEIS continues to review and update implementation strategies to ensure an increase in the number of families who have eligible infants and toddlers receiving the necessary support services.</p> <p>In addition the following activities continue:</p> <ul style="list-style-type: none"> • Monthly: Media coverage via television commercial advertisements and radio advertisements. Media coverage

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Improvement Category	Improvement Activities	Status
	<p>infants and toddlers, bibs, sipper cups, baby wipes, etc.); increased dissemination of information packets to primary referral sources.</p>	<p>advertisements are currently in English, Chamorro, Filipino (Tagalog), and Chuukese.</p> <ul style="list-style-type: none"> • Quarterly: Advertisements in the following local magazines: Oh Baby, Sagua Managu, and I Mandikiki Newsletter. The “Oh Baby” and “I Mandikiki Newsletter” magazines are locally produced on a quarterly basis and distributed free of charge to the community. • Public awareness presentations and dissemination of program brochures, posters, and consumable promotional items to various agencies, medical clinics, and childcare centers. GEIS will continue to disseminate materials to various “village” stores and different cultural and religious community support groups. • Each birthing site conducts newborn hearing screening prior to discharge from the hospital or birthing center as part of the standard of care provided to every newborn. In addition, the Guam Early Hearing Detection and Intervention (EHDI) Project conducts annual comprehensive outreach activities with brochures, posters, and presentations held in the villages. Packets of information are given to every public and private clinic, Mayor’s offices, high schools, and public and private agencies that parents frequently access. The following products focused on reducing loss to follow-up have been developed: 1) Hearing Risk Factors card for healthcare professionals, 2) Guam Early Intervention System (GEIS) 6-month mail out reminder post card, 3) “Is Your Child At Risk for Hearing Loss?” poster, 4) “Is Your Child At Risk for Hearing Loss?” brochure, 5) Guam EHDI Directory of Services, 6) Guam EHDI website and 7) Hearing and Speech milestones posters and brochures. Furthermore, the Guam EHDI Advisory Committee meets on a quarterly basis to review progress made to the goals and objectives of the project.

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Improvement Category	Improvement Activities	Status
	<p>2c. ICC: Guam Interagency Coordinating Council (ICC) to conduct ongoing outreach and information dissemination to their respective agencies.</p> <p>2d. Conduct "Check Me Out" Fairs or similar child find activities at least three times a year and/or continue to participate with the DPHSS Bureau of Family Health and Nursing Services outreach and child find activities.</p> <p>2e. Generate a list of potential non-governmental organizations to provide public awareness about</p>	<ul style="list-style-type: none"> • Monthly: DPHSS and GEIS Nursing staff conducts joint outreach sessions for immunizations and developmental screening. • GEIS continues to conduct presentations as requested by Professors from the UOG School of Education and Social Work Programs as well as the Guam Community College Early Childhood Program. <p>2c. Continuing. The GICC continues to assist in updating the Memorandum of Agreement (MOA) that was developed in 2003. The MOA clarifies each agency's roles and responsibilities for serving infants and toddlers with special needs as well as the development of a "Universal Referral Form" for all child-serving agencies. The MOA will be finalized by April 2012. In collaboration with DPHSS Project Kariñu, a Universal Referral Form has been developed and the draft is pending stakeholder input.</p> <p>2d. Continuing. Outreach screening activities were conducted in collaboration with the immunization program and other outreach activities facilitated by Guam Department of Education and DPHSS as least once a month. The program participated in numerous outreaches and fairs in the community where providers conducted developmental screenings for interested parent(s) and caregiver(s). GEIS conducted a "Check Me Out" fair in November 2010 and May 2011. GEIS will continue to implement this child find activity twice a year.</p> <p>2e. Continuing. Discussions have been initiated in all early childhood councils</p>

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Improvement Category	Improvement Activities	Status
	GEIS and important 'birth to five' information.	regarding collaboration with public awareness strategies. A list of potential private and public organizations will then be developed for early childhood community partners to target for public awareness.
3. Improving systems administration and monitoring	<p>3a. Incorporate review of documentation for child find and public awareness activities, to include outreach activity screening results and the percentage of children served. The internal reviews are conducted on a monthly basis through staffing with service coordinators. The external monitoring reviews are done through the Division of Special Education's Compliance Office. An analysis of the monthly reviews will assist GEIS with prioritizing improvement activities to address issues within the 2005-2006 year and in subsequent years.</p> <p>3b. GEIS will implement a process of assigning service coordinators to a childcare center as a point of contact beginning Spring 2009.</p> <p>3c. To develop and implement a "Universal Referral Form" for all child serving agencies including</p>	<p>3a. Continuing. GEIS continues to conduct quality assurance checks with staff to discuss intake received and status of cases. The external monitoring review is conducted through the Division of Special Education Compliance Office.</p> <p>3b. Continuing. Assigned providers are required to "check in" with assigned centers to encourage referrals from centers for children with concerns. However, referrals from the centers are still minimal. Based on interviews, center administrators and staff do not refer but opt to inform families to contact GEIS should there be a concern. During 2011, GEIS experienced a change in staff and reassignment was finalized. GEIS will be piloting with two childcare sites to implement a joint development screener activity by February 2012. One childcare site has assured their commitment for this activity. GEIS is currently working on obtaining assurance a second childcare site.</p> <p>3c. Continuing. The GICC continues to assist in updating the Memorandum of Agreement (MOA) that was developed in</p>

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Improvement Category	Improvement Activities	Status
	<p>social service agencies, to ensure families are connected to GEIS.</p> <p>3d. Parent focus group to review the awareness materials used for Child Find, to provide feedback on ways to increase awareness through written material.</p>	<p>2003. The MOA clarifies each agency's roles and responsibilities for serving infants and toddlers with special needs as well as the development of a "Universal Referral Form" for all child-serving agencies. The MOA will be finalized by April 2012. This effort is in collaboration with Guam's Early Childhood Comprehensive System – Project Tinituhon, DPHSS, Head Start, Guam's Early Childhood Mental Health – Project Kariñu and other early childhood serving agencies.</p> <p>3d. Continuing. The first focus group meeting will be conducted January 23, 2011. Discussions will focus on strategies to increase awareness for the community.</p>
<p>4. Build System and Infrastructures of TA assistance and Support.</p>	<p>NEW ACTIVITY: To revise and implement protocol for language interpreters to include training on EIS and cultural and linguistic competence (CLC) in partnership with other early childhood serving agencies</p>	<p>Resources: Guam CEDDERS, other EC programs, National Center for CLC</p> <p>Timeline: January 2012 through FFY 2012</p>

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2011- 2012 (if applicable):

Based on stakeholder input, Guam Part C will include the new improvement activities, in the Guam Part C complete SPP upon approval by OSEP.

Guam Part C State Annual Performance Report (APR) for FFY 2010 - 2011

Overview of the Annual Performance Report Development:

Refer to description provided on page 1 of APR.

Monitoring Priority: Effective General Supervision Part C / Child Find

Indicator 7: Percent of eligible infants and toddlers with IFSPs for whom an evaluation and assessment and an initial IFSP meeting were conducted within Part C's 45-day timeline.

(20 U.S.C. 1416(a)(3)(B) and 1442)

Measurement:

Percent = [(# of eligible infants and toddlers with IFSPs for whom an evaluation and assessment and an initial IFSP meeting was conducted within Part C's 45-day timeline) divided by the (# of eligible infants and toddlers evaluated and assessed)] times 100.

Account for untimely evaluations.

FFY	Measurable and Rigorous Target
2010 (2010-2011)	100% of eligible infants and toddlers with IFSPs received an evaluation and assessment and an initial IFSP meeting within Part C's 45-day timeline.

Actual Target Data for FFY 2010: Measurement Period: July 1, 2010 - June 30, 2011

Actual data collected for the reporting period of July 1, 2010 - June 30, 2011 used the IDEA Part C 45-day timeline requirement for infants and toddlers referred that begins with the referral or "intake" to the completion of the evaluation, assessment and the "initial" development of the IFSP.

Evaluation, Assessment, & Initial IFSP Meeting within 45-Day Timeline for July 1, 2010 – June 30, 2011

a. Total #Eligible Evaluated and Assessed*	b. # % Initial IFSP Meeting within 45-Day Timeline (b/a x 100 = %)	c. % Initial IFSP Meeting NOT within 45-Day Timeline (c/a x 100 = %)
101	98% = [(99)/(101)]x100	2% = [(2)/(101)]x100

*Number includes 1 delay due to exceptional family circumstances.

Quarterly Breakdown for Measurement Period July 1, 2010-June 30, 2011

Report period	a. Total #Eligible Evaluated and Assessed*	b. % Initial IFSP Meeting within 45-Day Timeline (b/a x 100 = %)	c. % Initial IFSP Meeting NOT within 45-Day Timeline (c/a x 100 = %)
7/1/10 - 9/30/10	35	97.14% = [(34)/(35)]x100	2.86% = [(1)/(35)]x100
10/1/10-12/31/10	20	95% = [(19)/(20)]x100	5% = [(1)/(20)]x100
1/1/11-3/31/11	24	100% = [(24)/(24)]x100	0% = [(0)/(24)]x100

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4/1/11-6/30/11	22	100%=[(22)/(22)]x100	0%=[(0)/(22)]x100
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The total number of eligible infants and toddlers evaluated, assessed, and an initial IFSP developed within the 45-day timeline for the reporting period included IFSPs delayed due to exceptional family circumstances. As per OSEP's instructions, individual cases of delay due to exceptional family circumstances should be included as meeting the timeline requirements, but with an explanation of the number and reasons for the delays. The reason for one (1) delay due to exceptional family circumstances for reporting period, January 2011 to March 2011, included: 1 was late due to hospitalization of infant. An interim IFSP was developed by the early intervention team and consent was provided by assigned surrogate parent. The evaluation and IFSP was conducted upon infant's discharge from the hospital.

The actual data for 2010-2011 represent accurate data for determining the performance for this compliance indicator.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for 2010-2011:

Although Guam did not meet the 100% compliance for this indicator, GEIS, acknowledges substantial compliance (98%) with IDEA 20 USC 1416(a)(3)(B) and 1442. In addition, data shown above for quarterly breakdown for January 1, 2011 to June 30, 2011 indicate 100% of eligible infants and toddlers with IFSPs received an evaluation and assessment and an initial IFSP within the required timeline. This performance can be attributed to continued technical assistance provided during monthly staffing, ongoing staff training, family awareness, procedural changes, monitoring, and updating of the data system.

As reflected in the actual data for June 2010-July 2011 performance, two (2) eligible infants had their initial IFSP conducted after the 45-day timeline due to the following reason:

- Service Coordinator was late in arranging Evaluation/IFSP meeting with the family.

The delay stated above had the child's IFSP initiated within 47 to 48 days from time of referral to completion of evaluation and initiation of IFSP. The Program Coordinator met with the service coordinator and developed an improvement activity plan to ensure the service coordinator achieves required timelines. Since December 2010, the service coordinators continue to meet required timelines in completing timely referrals to IFSP.

To verify continued progress with timely service, additional progress data was collected for July 1, 2011 to November 30, 2011.

Evaluation, Assessment, & Initial IFSP Meeting within 45-Day Timeline for July 1, 2011 - November 30, 2011.

a. Total # Eligible Evaluated and Assessed*		b. # Initial IFSP Meeting within 45-Day Timeline*	c. # Initial IFSP Meeting NOT within 45-Day Timeline
		% Initial IFSP Meeting within 45-Day Timeline (b/a x 100 = %)	% Initial IFSP Meeting NOT within 45-Day Timeline (c/a x 100 = %)
7/1/11-9/30/11	17	100%=(17/17)x100	0%=(0/17)x100
10/1/11-11/30/11	15	100%=(15/15)x100	0%=(0/15)x100

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The total number of eligible infants and toddlers evaluated, assessed, and an initial IFSP developed within the 45-day timeline for the reporting period 7/1/2011 to 9/30/2011 included two (2) IFSPs delayed due to exceptional family circumstances. The reason for delays due to exceptional family circumstances for reporting period, January 2011 to March 2011, included:

Both were late due to family cancelling scheduled evaluation appointments prior to the 45-day timeline. However, interim IFSPs were developed by the early intervention team and the evaluations and IFSPs were conducted 57 to 67 days from time of referral.

All GEIS Service Coordinators continue to meet monthly with the Program Coordinator to discuss the status of cases. Printouts of cases, which indicate the 45-day “flag” date, is provided to service coordinators monthly so that SCs are alerted to the timeline requirement. Service Coordinators and service providers are required to submit all contact logs of cases to the data office at the end of the month to prevent loss of documentation as occurred previously. Strategies and action plans are discussed with staff to ensure families are contacted as early as possible so that evaluations and IFSPs can be conducted within the required timeline.

The Program Coordinator reviews reports monthly and verifies data via monthly staffing and, when necessary, file review. This is useful in tracking progress or slippage. Results assist the program administrator in closely monitoring compliance and noncompliance for this requirement and identifying where technical assistance is needed. Results are also reviewed during GEIS staff meetings to discuss strategies and action plans to ensure the program meets compliance.

Correction of FFY 2009 Findings of Noncompliance (if State reported less than 100% compliance):

Level of compliance (actual target data) State reported for FFY 2009 for this indicator: 99%

Guam reports individual instances of noncompliance as findings of noncompliance.

1. Number of findings of noncompliance the State made during FFY 2009 (the period from July 1, 2009, through June 30, 2010).	1
2. Number of FFY 2009 findings the State verified as timely corrected (corrected within one year from the date of notification to the EIS program of the finding).	1
3. Number of FFY 2009 findings <u>not</u> verified as corrected within one year [(1) minus (2)].	0

Verification of Correction of FFY 2009 noncompliance (either timely or subsequent):

Consistent with OSEP Memo 09-02, Guam reports verification of correction of finding of noncompliance identified in FFY 2009 demonstrating that GEIS: (1) is correctly implementing the specific regulatory requirements, based on updated data demonstrating 100% compliance through a review of monthly data from the data system; and (2) has corrected each individual case of noncompliance.

As reported in the FFY 2009 APR, the one (1) individual instance of noncompliance was corrected. Through additional data from the quarterly data reports, GEIS demonstrated 100% compliance with this specific regulatory requirement for the 3rd and 4th quarters of this reporting period (January 1, 2011 - June 30, 2011). The breakdown was provided earlier in the Actual Target Section.

Describe the specific actions that the State took to verify the correction of findings of noncompliance identified in FFY 2009:

Verification of correction of FFY 2009 noncompliance was through a review of monthly and quarterly data from the database. The quarterly data are provided to the Department as part of the USDOE corrective action plan for Guam. Further, through the GEIS Internal Quality Assurance process, monthly individual staffing is conducted by the program coordinator as an administrative/supervisory mechanism to assess and support improved performance in all areas of the program, including actions needed for correcting identified noncompliance.

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GEIS Internal Quality Assurance

GEIS continues to conduct internal quality assurance checks of program performance quarterly to address areas of noncompliance. This is done through file review, reports generated monthly from the data office, and individual staff meetings. In addition, monthly individual staffing is conducted with service coordinators to discuss status on cases and to monitor the correction of noncompliance and the implementation of improvement activities to address areas of concern based on the Findings report from the Compliance Monitoring Office. As a result of the monthly staffing and quarterly internal checks, action plans are developed and strategies discussed to address areas of noncompliance. Service coordinators are required to submit necessary documents and initiate required actions to address action plan.

The GEIS (Part C) Program Coordinator monitors the status of corrective plans to assure that documentation of correction is received within the requested timeline. If documentation is not provided as requested, the involved party receives another notification from the Program Coordinator. If corrective actions are not completed as required, the Coordinator may initiate adverse actions as stated in the DOE Personnel Rules and Regulations if the individual is not able to show appropriate progress toward meeting compliance within the required timeline.

Statement from Guam’s Part C FFY 2009 SPP/APR Response Table:

Indicator 7 - Because Guam reported less than 100% compliance for FFY 2009, Guam must report on the status of correction of noncompliance reflected in the data Guam reported for this indicator. When reporting the correction of noncompliance, Guam must report, in its FFY 2010 APR, that it has verified for noncompliance reflected in the data Guam reported for this indicator, it: (1) is correctly implementing 34 CFR §§303.321(e)(2), 303.322(e)(1), and 303.342(a) (i.e., achieved 100% compliance) based on a review of updated data such as data subsequently collected through on-site monitoring or a State data System; and (2) has conducted the initial evaluation, assessment, and IFSP meeting, although late, for any child for whom the 45-day timeline was not met, unless the child is no longer within the jurisdiction of Guam, consistent with OSEP Memo 09-02. In the FFY 2010 APR, Guam must describe the specific actions that were taken to verify the correction. If Guam does not report 100% compliance in the FFY 2010 APR, Guam must review its improvement activities and revise them, if necessary.

Response for Guam’s Part C FFY 2009 SPP/APR Response Table:

Refer to Discussion Section of this Indicator for a description of the correction of FFY 2009 noncompliance.

Guam Interagency Coordinating Council reviewed the improvement activities below and there are no additional improvement activities needed at this time. A review of progress made in the implementation of the improvement activities identified in the SPP includes the following:

Improvement Category	Improvement Activities	Status
1. Providing training/professional development	1a. Facilitate training for GEIS staff on revised procedures for addressing timelines of assessment procedures that could lead to an interim IFSP.	1a. Continuing. Training on program procedures is conducted yearly with staff as part of the GEIS standard procedure. Training was conducted in August 2010 and August 2011. In addition, the Program Coordinator reports to staff (stakeholders) quarterly updates on the SPP/APR Indicators.
2. Improving data	2a. Upgrade data system and	2a. Continuing. Data Report for this

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Improvement Category	Improvement Activities	Status
collection and reporting	implement procedures for collecting, compiling, reporting, and monitoring timelines for initial IFSPs to include tracking specific reasons for parent and program delays.	<p>Indicator continues to remain unchanged from last APR. The SCs are provided monthly caseload listings that indicate “red flag” dates for 45-day timeline. The Program Coordinator is also provided monthly report data on Indicator 7.</p> <p>GEIS continues to explore possible data systems being used in other states that may be appropriate for collecting, compiling and reporting all IDEA requirements. GEIS is working with CEDDERS, DAC and FSAIS to complete the RFP for a data system assessment in order to upgrade.</p>
3. Improving systems administration and monitoring	3a. Incorporate review of “completion of initial IFSPs in the internal monitoring reviews. Internal reviews are conducted on monthly basis through staffing. External monitoring reviews are done through the Special Education Compliance Office. Analysis of the monthly reviews will assist GEIS with prioritizing improvement activities to address issues within the 2005-06 year and in subsequent years.	<p>3a. Continuing. GEIS continues to conduct monthly individual staff meetings with service coordinator(s) and/or provider(s) to review the status of pending cases and verify documentation. Monthly reports are provided to SCs and the Program Coordinator. At this time, an action plan was developed between the service coordinator and the program supervisor to assist service coordinators in meeting the 45-day timeline.</p> <p>Off-site review by GDOE Compliance Office continues to be conducted bi-annually.</p>

Revisions, with Justification, to Proposed Targets/Improvement Activities/Timelines/Resources for 2011-2012: (if applicable)

Based on stakeholder, there are no revisions to the improvement activities at this time.

Guam Part C State Annual Performance Report (APR) for FFY 2010 - 2011

Overview of the Annual Performance Report Development:

Refer to description provided on page 1 of APR.

Monitoring Priority: Effective General Supervision Part C / Effective Transition

Indicator 8: Percent of all children exiting Part C who received timely transition planning to support the child's transition to preschool and other appropriate community services by their third birthday including:

- A. IFSPs with transition steps and services;
- B. Notification to LEA, if child potentially eligible for Part B; and
- C. Transition conference, if child potentially eligible for Part B.

(20 U.S.C. 1416(a)(3)(B) and 1442)

Measurement:

- A. Percent = [(# of children exiting Part C who have an IFSP with transition steps and services) divided by the (# of children exiting Part C)] times 100.
- B. Percent = [(# of children exiting Part C and potentially eligible for Part B where notification to the LEA occurred) divided by the (# of children exiting Part C who were potentially eligible for Part B)] times 100.
- C. Percent = [(# of children exiting Part C and potentially eligible for Part B where the transition conference occurred) divided by the (# of children exiting Part C who were potentially eligible for Part B)] times 100.

FFY	Measurable and Rigorous Target
2010 2010-2011	<p>100% of all children exiting Part C received timely transition planning to support the child's transition to preschool and other appropriate community services by their third birthday including:</p> <ul style="list-style-type: none"> A. IFSPs with transition steps and services; B. Notification to LEA, if child potentially eligible for Part B; and C. Transition conference, if child potentially eligible for Part B.

Actual Target Data for FFY 2010: Measurement Period: July 1, 2010-June 30, 2011

Reporting Period: July 1, 2010-June 30, 2011	Performance Data
<u>Measurement A:</u> IFSP with Transition Steps and Services	100% [(78)/(78)]x100=100
<u>Measurement B:</u> Notification to LEA, if Child Potentially Eligible for Part B	100% [(46)/(46)]x100=100

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<u>Measurement C: Transition Conference, if Child Potentially Eligible for Part B</u>	Timely Conference: 100% $[(43)/(43)] \times 100 = 100$
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Measurement A: IFSP with Transition Steps and Services

Data compiled included verification of data for the reporting period and not submitted 618 data, which included manual reviews of IFSPs. For the reporting period, 78 children exited the Part C Program; of which, 78 of those children were of the transition planning age of 30 months. Based on the data report obtained from documentation submitted by the service coordinators, 100% (78/78) of the children had timely transition planning documented in their IFSPs including transition steps and services.

Measurement B: Notification to LEA, if Child Potentially Eligible for Part B:

As shown in the Table above, there was evidence to show that the Local Education Agency (LEA) representative through the Part B Preschool Program was notified of toddlers receiving services under the Guam EIS program for 100% (46/46) of the children who received Part C services and were referred to Part B for potential Part B eligibility. The GEIS does not have an opt-out option for families.

Measurement C: Transition Conference, if Child Potentially Eligible for Part B

As shown in the Table above for report period July 2010 - June 2011, there was documented evidence to show that 100% (46/46) of the children who received Part C services and "exited" at the transition planning age with a referral to Part B had a transition conference at least 90-days prior to their third birthday.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for 2010-2011:

Measurement A: IFSP with Transition Steps and Services

Data compiled included verification of data for the reporting period and not submitted 618 data, which included manual reviews of IFSPs. For the reporting period, 78 children exited the Part C Program; of which, 78 of those children were of the transition planning age of 30 months. Based on the data report obtained from documentation submitted by the service coordinators, 100% (78/78) of the children had written documentation of completion of a Transition Plan with family.

As indicated in the above data table for the period of July 2010 to June 2011, the percentage of toddlers who had transition steps in place continues to be at 100% for the last two reporting periods. Data for this indicator was verified via review of documentation in the child's folder and submission of data by the service coordinator.

Measurement B: Notification to LEA, if Child Potentially Eligible for Part B

For the reporting period, 98 children exited the Part C Program; of which, 78 children were of the transition planning age of 30 months. Of the 78 children, notification to the Local Education Agency (LEA), the Part B Program, was done for 46 children for potential Part B eligibility. There was evidence, via an LEA Notification form, that the LEA representative through the Part B Preschool Program was notified of the potential Part B eligibility for all 46 children who received Part C services and were referred to Part B for potential eligibility. The Part C GEIS Service Coordinator is responsible for submitting the written LEA Notification to the data clerk indicating the date of notification to the Part B program. A report is then generated monthly indicating dates of notification. Using the required measurement, Guam's performance of 100% met its SPP target of 100% infants.

A LEA Notification to Part B is needed for children turning three years of age who may be potentially Part B eligible. The LEA Notification is not needed if the IFSP team determines that the child is NOT potentially eligible for Part B services at age 3 years of age.

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The following are eligibility categories for Children Potentially Eligible for Part B Preschool:

Eligibility Categories for Part B Preschool Program: A child aged three through 5 years of age who fall within one of the following special education disability categories: Autism, Deaf-blindness, Deafness, Developmentally Delayed, Emotional Disability, Hearing Impairment, Intellectual Disabilities, Multiple Disability, Orthopedic Impairment, Other Health Impairment, Specific Learning Disability, Speech or Language Impairment, Traumatic Brain Injury, or Visual Impairment, AND, because of that disability, the child needs special education and related services.

Measurement C: Transition Conference, if Child Potentially Eligible for Part B

The GEIS, the Part C Program, acknowledges compliance with IDEA 20 USC 1416(a)(3)(B) and 1442 based on data reported of 100% for reporting period July 2010 to June 2011. Guam's performance of 100% met its SPP target of 100%. This performance can be attributed to continued technical assistance provided during monthly staffing, ongoing staff training, family awareness, procedural changes, monitoring, and updating of the data system.

Two (2) of the 46 children in Measurement B were not counted due to parents not showing for scheduled transition meetings. Although the two families agreed to the scheduled transition conference dates, they did not attend, and therefore meetings were not conducted. In addition, one (1) of the 46 children in Measurement B was not counted due to child's Initial IFSP being conducted at child's age of 34 months.

GEIS Service Coordinators continue to meet monthly with the Program Coordinator to report on status and discuss any concerns that may arise with the scheduling of the transition conference. Monthly data printouts of cases, which indicate the transition conference "flag" date, are provided to service coordinators to alert SCs of the timeline requirement.

The Program Coordinator continues to review transition data report monthly and verifies data via monthly staffing and file review. The Program Coordinator now provides GEIS staff with a monthly "Transition List by the Requested Date Report" on the transition status of toddlers referred to Part B for possible services. This report is useful in tracking progress or slippage. The results of implementing the data report will assist the program coordinator in closely monitoring compliance and noncompliance and identifying where technical assistance is needed. Results are also reviewed during GEIS staff meetings to discuss strategies and action plans to ensure program continues to meet compliance.

Annual joint training with both Part C and Part B staffs is conducted to review transition procedures and develop strategies to ensure transition requirements are met.

Guam Interagency Coordinating Council reviewed the improvement activities below and there are no additional improvement activities needed at this time. A review of progress made in the implementation of the improvement activities identified in the SPP includes the following:

Improvement Category	Improvement Activities	Status
1. Improve data collecting and reporting.	1a. Data system "flag" and monitor the 6-month and 3-month timeline required for convening a transition conference.	1a. Continuing. The dissemination of these transition reports continues to be a standard procedure for GEIS. Training on program procedures continues to be conducted annually with staff, as part of the GEIS standard procedure. Training was conducted in August 2010 and August, 2011. In addition the program coordinator reports to stakeholders

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Improvement Category	Improvement Activities	Status
	1b. Data system will have the capacity to collect, compile, and report data to verify the number/ percentage of children exiting Part C with transition plans.	<p>quarterly updates.</p> <p>1b. Continuing. The Program Coordinator continues to conduct quarterly verification to review progress and check the accuracy and validity of the data.</p> <p>GEIS, is currently working on completing an RFP to explore possible data systems that may be appropriate for collecting, compiling and reporting IDEA requirements, and as an update to the GEIS data system.</p>
2. Providing training/professional development	2a. GEIS facilitates an individual awareness session with parents of children exiting Part C services incorporating the transition guide with "taking the next steps."	2a. Completed. Based on the GEIS program procedures, service coordinators continue to meet with individual families at the home to facilitate awareness sessions with parents in regards to the "taking the next steps" process. During this session, the SC and the family go over the transition guidebook entitled: "Taking the Next Steps" . At these sessions, SC informs the parents of the procedural safeguards, comparison of Part C and Part B programs, and possible services provided in the natural environment, if needed, to meet child's needs. Parents are provided a copy of the guidebook.
3. Conduct Evaluation	3a. Conduct an individual survey with parents of children who exited the Part C Program to assess their perception of the transition planning.	<p>3a. Completed. Based on the GEIS program procedures, exit surveys continue to be provided to families upon exit from the program.</p> <p>The results from the surveys indicated that families value the support present through the transition process, initiating the process several months before their child's 3rd birthday and the flexibility of the meeting schedules. GEIS will review results to determine needed training and technical assistance.</p>
4. Improve systems administration and monitoring	4a. The Special Education Compliance Office will monitor monthly feedback reports from the Part C Program Coordinator of information on children exiting Part C.	<p>4a. Continuing. Progress reports are provided to the Assistant Superintendent, Special Education and Federal Programs on a quarterly basis.</p> <p>Off-site compliance reviews continue to be</p>

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Improvement Category	Improvement Activities	Status
	<p>4b. GEIS will incorporate progress updates of the early childhood transition noncompliance area into the quarterly coordinator's report to the ICC.</p>	<p>conducted by the Compliance Office bi-annually.</p> <p>4b. Completed. The Program Coordinator will continue to provide a quarterly progress report updates during the ICC meetings and the Guam Early Learning Council (GELC) meetings.</p>

Revisions, with Justification, to Proposed Targets/Improvement Activities/Timelines/Resources for 2011-2012 (if applicable):

Based on stakeholder, there are no revisions to the improvement activities at this time.

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Overview of the Annual Performance Report Development:

Monitoring Priority: Effective General Supervision Part C / General Supervision

Indicator 9: General supervision system (including monitoring, complaints, hearings, etc.) identifies and corrects noncompliance as soon as possible but in no case later than one year from identification.

(20 U.S.C. 1416 (a)(3)(B) and 1442)

Measurement:

Percent of noncompliance corrected within one year of identification:

- a. # of findings of noncompliance.
- b. # of corrections completed as soon as possible but in no case later than one year from identification.

Percent = [(b) divided by (a)] times 100.

FFY	Measurable and Rigorous Target
FFY 2010 2010-2011	100% General supervision system (including monitoring, complaints, hearings, etc.) identifies and corrects noncompliance as soon as possible but in no case later than one year from identification.

Actual Target Data for FFY 2010-2011:

Guam utilized OSEP's C9 Worksheet to report verified correction of noncompliance from FFY 2009, as follows:

Indicator/Indicator Clusters	General Supervision System Components	# of EIS Programs Issued Findings in FFY 2009 (7/1/09 through 6/30/10)	(a) # of Findings of noncompliance identified in FFY 2009 (7/1/09 through 6/30/10)	(b) # of Findings of noncompliance from (a) for which correction was verified no later than one year from identification
1. Percent of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner.	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	1	3	3
	Dispute Resolution: Complaints, Hearings	0	0	0
2. Percent of infants and toddlers with IFSPs who primarily receive early intervention services in the home or community-based settings.	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	0	0	0
	Dispute Resolution: Complaints, Hearings	0	0	0

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Indicator/Indicator Clusters	General Supervision System Components	# of EIS Programs Issued Findings in FFY 2009 (7/1/09 through 6/30/10)	(a) # of Findings of noncompliance identified in FFY 2009 (7/1/09 through 6/30/10)	(b) # of Findings of noncompliance from (a) for which correction was verified no later than one year from identification
3. Percent of infants and toddlers with IFSPs who demonstrate improved outcomes.	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	0	0	0
	Dispute Resolution: Complaints, Hearings	0	0	0
4. Percent of families participating in Part C who report that early intervention services have helped the family.	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	0	0	0
	Dispute Resolution: Complaints, Hearings	0	0	0
5. Percent of infants and toddlers birth to 1 with IFSPs.	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	0	0	0
	6. Percent of infants and toddlers birth to 3 with IFSPs.	Dispute Resolution: Complaints, Hearings	0	0
7. Percent of eligible infants and toddlers with IFSPs for whom an evaluation and assessment and an initial IFSP meeting were conducted within Part C's 45-day timeline.		Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	1	1
	Dispute Resolution: Complaints, Hearings	0	0	0
8. Percent of all children exiting Part C who received timely transition planning to support the child's transition to preschool and other appropriate community services by their third birthday including: A. IFSPs with transition steps and services;	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	0	0	0
	Dispute Resolution: Complaints, Hearings	0	0	0
8. Percent of all children exiting Part C who received timely transition planning to support the child's transition to preschool and other appropriate community services by their third birthday including: B. Notification to LEA, if child potentially eligible for Part B; and	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	0	0	0
	Dispute Resolution: Complaints, Hearings			
8. Percent of all children exiting Part C who received timely transition planning to support the child's transition to preschool and other appropriate community services by their third birthday including: C. Transition conference, if child potentially eligible for Part B.	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	0	0	0
	Dispute Resolution: Complaints, Hearings	0	0	0
OTHER AREAS OF NONCOMPLIANCE:	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	0	0	0
	Dispute Resolution: Complaints, Hearings	0	0	0

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Indicator/Indicator Clusters	General Supervision System Components	# of EIS Programs Issued Findings in FFY 2009 (7/1/09 through 6/30/10)	(a) # of Findings of noncompliance identified in FFY 2009 (7/1/09 through 6/30/10)	(b) # of Findings of noncompliance from (a) for which correction was verified no later than one year from identification
OTHER AREAS OF NONCOMPLIANCE:	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	0	0	0
	Dispute Resolution: Complaints, Hearings	0	0	0
OTHER AREAS OF NONCOMPLIANCE:	Monitoring Activities: Self-Assessment/ Local APR, Data Review, Desk Audit, On-Site Visits, or Other	0	0	0
	Dispute Resolution: Complaints, Hearings	0	0	0
Sum the numbers down Column a and Column b			4	4
Percent of noncompliance corrected within one year of identification = [(column (b) sum divided by column (a) sum) times 100]				100%

Describe the process for selecting EIS programs for Monitoring:

The Department of Education (DOE) Compliance Monitoring Office is responsible for conducting integrated monitoring activities to ensure IDEA Part C compliance and performance, which includes on-site visits, and effective January 2011, off-site data reviews for monitoring timeline and other related requirements. The FFY 2009 period was the correction period for the on-site visit conducted in FFY 2008. The verification of correction results for the FFY 2008 findings of noncompliance was reported in the FFY 2009 APR. The next on-site visit was conducted in FFY 2010, with the verification of correction to be reported in the FFY 2011 APR.

Guam did not receive any formal complaints or due process requests for the FFY 2009 period.

In FFY 2009, Guam reported noncompliance in the annual APR state reported data. All state reported noncompliance were verified corrected within one year from identification, as described below:

Indicator 1 for FFY 2009: There were 3 (three) findings of noncompliance reported through state data for infants and toddlers with IFSPs who did not receive the early intervention services on their IFSPs in a timely manner.

All instances of noncompliance through state reported data for Indicator 1 were corrected within the 1 year timeline. Correction of noncompliance was verified through a monthly review of additional data from the database to ensure that the program was in compliance with the timely service provision requirements. A review of the data report for the month of September 2010 of 100% (19/19) compliance, representing additional data, demonstrated that the program is correctly implementing the compliance requirement.

Indicator 7 for FFY 2009: There was one finding of noncompliance reported through state data for infants and toddlers with IFSPs for whom an evaluation and assessment and an initial IFSP meeting within the 45-day timeline.

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The noncompliance through state reported data for Indicator 7 was corrected within the 1 year timeline. Correction of noncompliance was verified through a monthly review of additional data from the database to ensure that the program was in compliance with the timely service provision requirements. A review of the data report for the months of January 2011 - June 2011 of 100% (46/46) compliance, representing additional data, demonstrated that the program is correctly implementing the compliance requirement.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred in FFY 2010:

Guam demonstrated 100% (4/4) compliance with Indicator 9, representing continued compliance from last year's 100% (73/73). Guam does not have any outstanding correction of noncompliance from previous reporting years.

Timely Correction of FFY 2009 Findings of Noncompliance (corrected within one year from identification of the noncompliance):

4. Number of findings of noncompliance the State identified in FFY 2009 (the period from July 1, 2009, through June 30, 2010) (Sum of Column a on the Indicator C9 Worksheet)	4
5. Number of findings the State verified as timely corrected (corrected within one year from the date of notification to the EIS programs of the finding) (Sum of Column b on the Indicator C9 Worksheet)	4
6. Number of findings <u>not</u> verified as corrected within one year [(1) minus (2)]	0

Verification of Correction for findings of noncompliance identified in FFY 2009 (either timely or subsequent):

As described in Indicators 1 and 7, and consistent with OSEP Memo 09-02, Guam reports verification of correction of findings of noncompliance from state reported data identified in FFY 2009 through: (1) GEIS correctly implementing the specific regulatory requirements, (i.e., achieved 100% compliance) based on updated data through a review of monthly data from the data system; and (2) has corrected each individual case of noncompliance.

Integrated Monitoring System

The Department of Education (DOE) Compliance Monitoring Office is responsible for conducting integrated monitoring activities to ensure IDEA Part C compliance and performance. Prior to the revision of the Guam General Supervision System: Integrated Monitoring Manual, compliance reviews were conducted on a 3-year cycle.

Based on the Guam Part C Response letter to OSEP dated November 4, 2009, DOE Compliance Monitoring Office implemented the biannual off-site monitoring activities beginning January 2011 as a means to utilize SPED Part C data system reports to monitor the Early Intervention Program.

As reported during the FFY 2009 APR, the DOE planned to implement a system of focused monitoring to identify and correct noncompliance with Part C IDEA requirements. Focused monitoring (FM) is a process that purposefully selects priority areas to examine for compliance and results while not specifically examining other areas for compliance.

As part of the process of revising its monitoring procedures, Guam decided to implement a Comprehensive monitoring process designed to identify and correct both procedural and regulatory

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noncompliance with Part C IDEA requirements. Beginning FFY 2010, the Compliance Monitoring Office will conduct an onsite comprehensive monitoring visit once every two years. This monitoring activity was implemented in May 2011. Part C is currently implementing a corrective action plan and improvement plan activities.

If the Compliance Monitoring Team identifies areas of Procedural Noncompliance, then the program is required to implement a corrective action plan with specified timelines. Implementation of the Corrective Action Plan will be monitored by the Compliance Monitoring Office until the specific areas of noncompliance are corrected.

If the results of the visit indicate that there are issues of concerns (not a noncompliance), which may have the potential to develop into a finding of noncompliance, then the program is required to develop an Improvement Plan to specifically address the areas of concern in the report. Implementation of this Improvement Plan is monitored by the Compliance Monitoring Office until the outlined improvement activities have been initiated to address the areas of concern. Improvement Plan activities must be initiated within one year of the date of the Findings report.

GEIS Internal Quality Assurance

GEIS continues to conduct internal quality assurance checks of program performance quarterly to address areas of noncompliance. This is done through file review, reports generated monthly from data office, and individual staff meetings. In addition, monthly individual staffing is conducted with service coordinators to discuss status on cases and to monitor the correction of noncompliance and the implementation of improvement activities to address areas of concern based on the Findings report from the Compliance Monitoring Office. As a result of the monthly staffing and quarterly internal checks, action plans are developed and strategies discussed to address areas of noncompliance. Service coordinators are required to submit necessary documents and initiate required actions to address action plan.

The GEIS Coordinator monitors the status of corrective plans to assure that documentation of correction is received within the requested timeline. If documentation is not provided as requested, the involved party receives another notification from the Program Coordinator. If corrective actions are not completed as required, the Coordinator may initiate adverse actions as stated in the DOE Personnel Rules and Regulations if the individual is not able to show appropriate progress toward meeting compliance within the required timeline.

Statement from Guam's Part C FFY 2009 SPP/APR Response Table, June 20, 2011:

OSEP appreciates Guam's efforts in timely correcting findings of noncompliance identified in FFY 2008. In reporting on correction of findings of noncompliance in the FFY 2010 APR, due February 1, 2012, Guam must report that it verified that each EIS program with findings of noncompliance identified in FFY 2009: (1) is correctly implementing the specific regulatory requirements (i.e., achieved 100% compliance) based on a review of updated data such as data subsequently collected through on-site monitoring or a State data system; and (2) has corrected each individual case of noncompliance, unless the child is no longer within the jurisdiction of the EIS program, consistent with OSEP Memo 09-02. In the FFY 2010 APR, Guam must describe the specific actions that were taken to verify the correction.

In addition, in reporting on Indicator 9 in the FFY 2010 APR, Guam must use the Indicator 9 Worksheet.

Further, in responding to Indicators 1 and 7 in the FFY 2010 APR, due February 1, 2012, Guam must report on correction of the noncompliance described in this table under those indicators.

Guam's Response to OSEP's June 20, 2011 Response Table:

As discussed earlier in this Indicator, Guam verified correction of noncompliance from FFY 2009 state-reported data for Indicators 1 and 7. Refer to Indicators 1 and 7 for description of the verified correction. In addition, Guam utilized the Indicator 9 Worksheet to report verified correction of FFY 2009 noncompliance in the Actual Target Data Section of this Indicator.

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Guam Interagency Coordinating Council reviewed the improvement activities below and there are no additional improvement activities needed at this time. A review of progress made in the implementation of the improvement activities identified in the SPP includes the following:

Improvement Category	Improvement Activities	Status
1. Improve data collecting and reporting.	1a. Integrated Part B and C data system will have the capacity to collect, compile and report noncompliance areas as a result of data inputted from Part C internal monitoring/monthly staffing, quarterly CSIR review, and on-site division monitoring visit.	1a. Continuing. With TA assistance from CEDDERS and DAC, GEIS will be advertising through a Request for Information (RFI) to explore updated data systems available that will assist in collecting, compiling and reporting all IDEA requirements. In addition, during this process, an integration of Part B and Part C system will be explored.
2. Provide training	2a. Special Education Compliance Office to review the revised compliance review process with the Part C Program Coordinator and staff to ensure understanding of the compliance review process, including enforcement actions.	2a. Completed. During FFY 2010, Compliance Office presented the revised compliance process.
3. Improve systems administration and monitoring	<p>3a. Division of Special Education to revise the compliance review process to ensure all IDEA Part C requirements are addressed and viable enforcement actions are stipulated to address corrections of persistent noncompliance.</p> <p>3b. Special Education Compliance Office to conduct monitoring visit to GEIS.</p> <p>3c. As result of compliance visit, as required, GEIS to develop a corrective action plan to respond to any findings of noncompliance.</p> <p>3d. GEIS to provide quarterly updates</p>	<p>3a. Completed. Compliance Office completed and submitted the revised compliance monitoring process</p> <p>3b. Continuing. The Special Education Compliance Office conducts monitor visits on a traditional cyclical basis. A monitor visit was conducted in January 200.</p> <p>3c. Completed.</p> <p>3d. Continuing. GEIS Program</p>

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Improvement Category	Improvement Activities	Status
	<p>for the quarterly CSIR review and ICC meetings of progress in implementing this monitoring response plan, and the corrective action plan developed as result of visit.</p> <p>3e. Special Education Compliance Office will monitor progress reports from the Part C Coordinator as well as conduct validation visit, to ensure compliance with IDEA.</p>	<p>Coordinator submitted the required Division quarterly reports during the fiscal years 2010-2011 These quarterly reviews by the Division provides for regular monitoring of program services.</p> <p>3e. Continuing. As part of the Compliance Monitor process, GEIS is required to provide data reports bi-annually to the Compliance Office.</p>

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2011 - 2012 (if applicable):

Based on stakeholder, there are no revisions to the improvement activities at this time.

Guam Part C State Annual Performance Report (APR) for FFY 2010 - 2011

Overview of the Annual Performance Report Development:

Refer to description provided on page 1 of APR.

Monitoring Priority: Effective General Supervision Part C / General Supervision

Indicator 10: Percent of signed written complaints with reports issued that were resolved within 60-day timeline or a timeline extended for exceptional circumstances with respect to a particular complaint.

(20 U.S.C. 1416(a)(3)(B) and 1442)

Measurement:

Percent = [(1.1(b) + 1.1(c)) divided by 1.1] times 100.

FFY	Measurable and Rigorous Target
2010 (2010-2011)	100% of signed written complaints with reports issued were resolved within 60-day timeline or a timeline extended for exceptional circumstances with respect to a particular complaint.

Actual Target Data for 2010-2011:

As reported in the 618 Table 4: Report of Dispute Resolution Under Part C, of the Individuals with Disabilities Education Act, for reporting year 2010-2011, no signed written complaints were received for this reporting period.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for 2010-2011:

Guam Interagency Coordinating Council reviewed the improvement activities below and there are no additional improvement activities needed at this time. A review of progress made in the implementation of the improvement activities identified in the SPP includes the following:

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Improvement Category	Improvement Activity	Status
1. Provide Training/professional development	1a. Facilitate training for families and staff on procedural safeguards, complaint procedures, and parent rights. 1b. Develop and disseminate supplemental materials on parent rights with simplified, family friendly language.	<p>1a. Continuing. The assigned SC continues to provide a hard copy of the Procedural Safeguards to the family. An interpreter is provided at the request of the family.</p> <p>In addition, the Guam Early Intervention Program subcontracted Guam CEDDERS to facilitate the following training for families:</p> <ul style="list-style-type: none"> • April 2, 2011: Understand your rights when you are transitioning out of the Guam Early Intervention System (GEIS) Program and Identify other options you have as a parent if your child does not quality qualify for the Part B Special Education program • Understanding your Rights from Referral to Transition conducting on June 22, 2011, June 25, 2011, June 29, 2011, and July 6, 2011 • Understanding the IFSP: September 27, 2011, facilitated by Kathleen Lowrance, a training consultant with the Parent Training and Information Centers (PTI). • Changing the future for Children: A Parent Leadership Opportunity conducted on September 28 and 29, 2011, facilitated by Kathleen Lowrance, a training consultant with the Parent Training and Information Centers (PTI). <p>1b. Continuing. The GEIS adopted the Part C Procedural Safeguards regulations in June 30, 2010. Revised copies of the revised Part C Procedural Safeguards Notice were printed and provided to parents in April 2011.</p>

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for 2011 -2012 (if applicable):

Based on stakeholder, there are no revisions to the improvement activities at this time.

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Overview of the Annual Performance Report Development:

Refer to description provided on page 1 of APR.

Monitoring Priority: Effective General Supervision Part C / General Supervision

Indicator 11: Percent of fully adjudicated due process hearing requests that were fully adjudicated within the applicable timeline.

(20 U.S.C. 1416(a)(3)(B) and 1442)

Measurement:

Percent = [(3.2(a) + 3.2(b)) divided by 3.2] times 100.

FFY	Measurable and Rigorous Target
2010 (2010-2011)	100% of fully adjudicated due process hearing requests fully adjudicated within the applicable timeline.

Actual Target Data for 2010-2011:

As reported in the 618 Table 4: Report of Dispute Resolution Under Part C of the Individuals with Disabilities Education Act, for reporting year 2010-2011, no requests for due process hearings were received for this reporting period.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for 2010-2011:

There were no fully adjudicated due process hearings to report during FFY2010.

Revisions, with Justification, to Proposed Targets/Improvement Activities / Timelines / Resources for 2011 – 2012 (if applicable):

Based on stakeholder, there are no revisions to the improvement activities at this time.

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Overview of the Annual Performance Report Development:

Refer to description provided on page 1 of APR.

Monitoring Priority: Effective General Supervision Part C / General Supervision

Indicator 12: Percent of hearing requests that went to resolution sessions that were resolved through resolution session settlement agreements (applicable if Part B due process procedures are adopted).

(20 U.S.C. 1416(a)(3)(B) and 1442)

Measurement:

Percent = (3.1(a) divided by 3.1) times 100.

FFY	Measurable and Rigorous Target
2010 (2010-2011)	Unable to set target. As per OSEP instructions, states are not required to establish baseline or targets if the number of resolution sessions is less than 10.

Actual Target Data for 2010-2011:

As reported in the 618 Table 4: Report of Dispute Resolution Under Part C of the Individuals with Disabilities Education Act, for reporting year 2010-2011, no requests for due process hearings were received for this reporting period.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for 2010-2011:

Since Guam Part C had no requests for due process hearings filed during FFY 2010, Guam is not required to provide targets or improvement activities for this FFY 2010 APR.

Revisions, with Justification, to Proposed Targets/Improvement Activities / Timelines / Resources for 2011 – 2012 (if applicable):

Based on stakeholder, there are no revisions to the improvement activities at this time.

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Overview of the Annual Performance Report Development:

Refer to description provided on page 1 of APR.

Monitoring Priority: Effective General Supervision Part C / General Supervision

Indicator 13: Percent of mediations held that resulted in mediation agreements.

(20 U.S.C. 1416(a)(3)(B) and 1442)

Measurement:

Percent = [(2.1(a)(i) + 2.1(b)(i)) divided by 2.1] times 100.

FFY	Measurable and Rigorous Target
2010 (2010-2011)	Unable to set target. As per OSEP instructions, states are not required to establish baseline or targets if the number of mediations is less than 10.

Actual Target Data for 2010-2011:

As reported in the 618 Table 4: Report of Dispute Resolution Under Part C of the Individuals with Disabilities Education Act, for reporting year 2010-2011, no requests for mediations were received for this reporting period.

Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for 2010-2011:

Since Guam Part C had no request for mediation filed during FFY 2010, Guam is not required to provide targets or improvement activities for this FFY 2010 APR.

Revisions, with Justification, to Proposed Targets/Improvement Activities/Timelines/Resources for 2011 – 2012 (if applicable):

Based on stakeholder, there are no revisions to the improvement activities at this time.

Guam Part C State Annual Performance Report (APR) for FFY 2010 - 2011

Overview of the Annual Performance Report Development:

Refer to description provided on page 1 of APR.

Monitoring Priority: Effective General Supervision Part C / General Supervision

Indicator 14: State reported data (618 and State Performance Plan and Annual Performance Report) are timely and accurate.

(20 U.S.C. 1416(a)(3)(B) and 1442)

Measurement:

State reported data, including 618 data, State performance plan, and annual performance reports, are:

- a. Submitted on or before due dates (February 1 for child count, including race and ethnicity, settings and November 1 for exiting, personnel, dispute resolution); and
- b. Accurate (describe mechanisms for ensuring error free, consistent, valid and reliable data and evidence that these standards are met).

FFY	Measurable and Rigorous Target
2010 (2010-2011)	100% of State reported data (618 and State Performance and Annual Performance Report) are timely and accurate.

Actual Target Data for FFY 2010: Measurement Period: July 1, 2010 - June 30, 2011

Measurement A: Submitting Reports on or before Due Date

As shown in the Table below, all required reports/data from July 2010 through June 2011 were submitted before or on the due date, which represents 100% timely submission.

Measurement B: Mechanism for Ensuring Accuracy

Accuracy of data is ensured through verification efforts, with the most important verification activity being source document reviews during on-site monitoring, publication of data, and investigation of questionable data. For the purpose of reporting Guam's percentage in compliance for this indicator, the determination of percentage for accuracy was based on the number of data measures required in the reports/data submitted to OSEP or WESTAT for the reporting period.

Using OSEP's recommended rubric for calculating the overall percentage for this indicator, the Tables below lists the required reports/data submitted for the reporting period to address Measurement A and Measurement B. As shown, Guam's 2010-2011 performance for this indicator is 100%.

Indicator 14 - SPP/APR Data			
APR Indicator	Valid and Reliable	Correct Calculation	Total
1	1	1	2
2	1	1	2
3	1	1	2

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4	1	1	2
5	1	1	2
6	1	1	2
7	1	1	2
8a	1	1	2
8b	1	1	2
8c	1	1	2
9	1	1	2
10	1	1	2
11	1	1	2
12	1	1	2
13	1	1	2
		Subtotal	30
APR Score Calculation	Timely Submission Points (5 pts for submissions of APR/SPP by February 2, 2012)		5
	Grand Total		35

Indicator 14 - 618 Data					
Table	Timely	Complete Data	Passed Edit Check	Responded to Data Note Requests	Total
Table 1 - Child Count Due Date: 2/2/2011	1	1	1	1	4
Table 2 - Program Setting Due Date: 2/2/2011	1	1	1	1	4
Table 3 - Exiting Due Date: 11/2/2011	1	1	1	N/A	3
Table 4 - Dispute Resolution Due Date: 11/2/2011	1	1	1	N/A	3
				Subtotal	14
618 Score Calculation				Grand Total (subtotal x 2.5)	35

Indicator #14 Calculation	
A. APR Grand Total	35
B. 618 Grand Total	35
C. APR Grand Total (A) + 618 Grand Total (B) =	70
Total NA in APR	0
Total NA in 618	0
Base	70

D. Subtotal (C divided by Base*) = 1

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E. Indicator Score (Subtotal D x 100) =	100.0
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Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2010- 2011:

Guam’s actual performance of 100% for 2010-2011 represents compliance for this Indicator. GEIS Program has mechanisms in place for data verification to ensure that the data collected, compiled, and reported are accurate. For 2010-2011, GEIS submitted all required reports in a timely manner.

The GEIS database continues to be a stand-alone system housed within the GEIS facility and maintained by a GEIS data clerk. The GEIS Database system does not currently interface with Guam’s DOE data system (Power School). The database system uses the File Maker Pro software, with built-in edits that can detect and prevent errors, and is easily accessible to the GEIS Program Coordinator. The database system is designed to monitor and track Part C IDEA requirements and is used to make informed program decisions such as professional development and revisions to policies and procedures.

The GEIS data clerk inputs data at their assigned work station, which is automatically transferred to the GEIS main server. Based on the “Data Office Policies and Procedures” manual, the data clerk is required to backup all data on the main server at the end of each day. Monthly verification of data provides for regular system “checks” for GEIS to review and implement needed improvements to the data system. GEIS submits state reported data only after careful analysis of data and content by the Program Coordinator. All early intervention data continues to be entered on the GEIS database from original documents turned in by the service coordinators. The original documents are filed in individual folders for each child at the Part C Program site. All documents remain with the Part C data office.

The data system will be upgraded, when necessary, to include collection, compilation, and analyzes information needed to respond to the Indicators required in the SPP/APR. Verification of data through manual reviews and interviews of early intervention providers continue to ensure accuracy of reported data.

Data reports are disseminated to service coordinators and service providers at the beginning of every month. Service coordinators and service providers review all data on the report to ensure data is valid. If the data report does not reflect accurate information, staff is required to submit a data update sheet and attach the written documentation justifying the change. The data reports are analyzed by the Program Coordinator on a monthly basis to verify if there are any data anomalies and to ensure that demographic and required information for all families are updated.

A written Data Office Policies and Procedures document is currently being updated and kept with the GEIS data office. It contains all procedures that are performed in the data office. The Program Coordinator continues to consult with the service coordinator and the data clerk in the development of required forms for data input

Guam Interagency Coordinating Council reviewed the improvement activities below and there are no additional improvement activities needed at this time. A review of progress made in the implementation of the improvement activities identified in the SPP includes the following:

Improvement Category	Improvement Activity	Status
1. Improve data collection and reporting	1a. Data System: Upgrade database system to ensure collection, compilation, and reporting of IDEA requirements, including APR requirements, Division monitoring	1a. Continuing. GEIS is currently working on completing an RFP to explore possible data systems that may be appropriate for collecting, compiling and reporting all IDEA

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Improvement Category	Improvement Activity	Status
2. Training/Professional Development	2a. Train Part C Data Clerk on inputting relevant and accurate data into the database system.	<p>2a. Continuing. From September 27 - Oct. 1, 2010 on-site technical assistance was provided on collecting, verifying and using quality data for monitoring by Dr. Jane Nell Luster from DAC.</p> <p>GEIS continues to be supported by the Part B Data Office when assistance is needed with data reports. The GEIS data clerk continues to follow data procedures to ensure relevant and accurate data.</p> <p>GEIS is currently working on completing an RFP to explore possible data systems that may be appropriate for collecting, compiling and reporting all IDEA requirements and as an update to the current data system. Once the upgraded system is updated and secured, training will commence to ensure GEIS inputs relevant and accurate data into the new database system.</p>

Revisions, with Justification, to Proposed Targets / Improvement Activities / Timelines / Resources for FFY 2011 - 2012 (if applicable):

Based on stakeholder, there are no revisions to the improvement activities at this time.