Oregon Early Intervention/Early Childhood Special Education Program

Oregon Department of Education

**EI/ECSE County Service Plan**

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| County: | Program: |
| Date Submitted: | Submitted by: |

The County Plan provides information about how your program plans to deliver services for the next service year. The County Plan is due to your EI/ECSE area contractor for review and approval. Once all county plans have been reviewed and approved by the EI/ECSE area contractor, the approved plans will be submitted to ODE in ecWeb as part of the EI/ECSE Contractor Area Plan.

1. **Child Find and Referral**
2. Describe your program’s child find procedures:
3. Describe in detail how referrals and evaluations are handled during program breaks. (The 45 calendar day timeline continues during breaks for EI. The ECSE 60 school day timeline from parent consent for evaluation does not continue during non-school days):
4. Describe how your program informs referring parties of successful or unsuccessful connections with the family for child evaluation:
5. Describe your outreach to populations who are historically marginalized in your community:

* BIPOC communities:
* Families experiencing poverty and/or homelessness:
* Families from migrant communities:
* Families who are monolingual non-English speaking:

1. What does your data indicate about your referral demographics aligning with the composition of your service area?
2. **EI and ECSE Services**
3. Submit an EI calendar that documents year-round services and an ECSE calendar for the current year. Clearly indicate service/nonservice days.
4. Complete the table below. Note that **only one 3-week break is allowed for EI**. Breaks of 3 weeks or longer that have one or two service days within that time are counted as one three-week break. Non-service, in-service and training days are counted as break days.

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| --- | --- | --- |
| **Calendar:** | EI | ECSE |
| Dates of 3 week break for EI\* |  | Not applicable |
| Total number of service days in the school year |  |  |
| When required, how will IFSP services be delivered during breaks? |  |  |

\*If you have more than one 3-week break for EI, how will the additional break be eliminated?

1. **Regional Services**

Describe how Regional Services are provided to children and families during summer and scheduled breaks:

1. **Local Interagency Agreements**
2. Complete the table below regarding interagency agreements with local programs and agencies (i.e., Head Start, Preschool Promise, and County Mental Health).

|  |  |  |  |
| --- | --- | --- | --- |
| **Program/Agency** | **Termination Date of Agreement** | **Status of New Agreement**  **(if applicable)** | **Projected Date of Renewal**  **(if applicable)** |
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1. Submit a dated copy of your current CAPTA agreement **each year**. If you are renewing your CAPTA agreement, please provide the anticipated renewal date and submit the new agreement when complete. County CAPTA agreements are required for screening and referring children involved in substantiated cases of child abuse or neglect, including children identified as affected by illegal substance abuse or withdrawal symptoms resulting from prenatal drug exposure. Make sure the signatures of the DHS District Administrator and responsible EI/ECSE person are current.

Anticipated date of renewal (if applicable):

1. **Service Delivery Models**

Describe your service delivery model for EI and for ECSE. For ECSE, how do you

communicate with partners and staff about these models?

1. **EI/ECSE Standards and Professional Development Plans**
2. According to Oregon Administrative Rule**,** 581-015-2900 (EI/ECSE Personnel Standards), EI/ECSE supervisors, specialists, related service providers and EI/ECSE assistants must have a professional development plan based on the EI/ECSE Personnel Standards.

Describe how your professional development plans incorporate the EI/ECSE Personnel Standards:

1. What activities is your program implementing or developing to improve culturally and linguistically responsive practices?
2. **Social and Emotional Assessment & Framework**

What specific framework/curriculum is your program using to address social emotional learning (e.g., Pyramid Model)?

1. **LICC**
2. Submit a roster of LICC members. Please include a column that indicates the agency or role of each participant.
3. Please include a description of the diversity represented in your LICC. How do you ensure members of your community from various backgrounds are represented?
4. Does your LICC currently meet the state rule that 20% of the committee members must be parents of preschool children (defined as birth to five) with disabilities?

* If not, what are barriers to family membership?

1. Complete the table below with information about the LICC chair and co-chair:

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| --- | --- | --- |
|  | **LICC Chair** | **LICC Co-Chair (if applicable)** |
| Name |  |  |
| Address |  |  |
| Phone number |  |  |
| Email Address |  |  |

1. Describe the process for involving the LICC in developing the EI/ECSE County Service Area Plan:
2. Complete the table below with the LICC recommendations and information about the EI/ECSE program’s plans for implementation.

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| --- | --- | --- |
| **LICC Recommendation** | **Program plans for implementation** | **If this recommendation will not be implemented, indicate the reason** |
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1. Describe the problem-solving process that is used to resolve disagreements. Programs are required to have a process in place, even if there have been no disagreements:
2. **Early Learning HUB**

Describe your program’s engagement with the local early learning hub. Include the following:

* Name of the HUB:
* Details regarding membership:
* Committee work:
* Efforts to collaborate on program goals:
* Community planning:
* Service Area Plan involvement throughout the year:

1. **Kindergarten Transition**

Describe your program’s steps to engage elementary school and school-age special education personnel in the transition of children to kindergarten. Do you have a transition MOU in place with districts?

1. **Childcare**

How are you addressing the need for services in childcare deserts (areas with no-or minimal-child care options)?

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| **EI/ECSE Area Contractor Use Only** |

* County Service Plan submission is complete (all items are complete, and attachments are accounted for):
  + EI Calendar
  + ECSE Calendar
  + Dated copy of CAPTA agreement
  + Roster of LICC members
  + ASL and Outcome’s Improvement Plans
* County Service Plans have been reviewed and are approved by the EI/ECSE Area Contractor.
* ASL and Outcome Improvement Plans have been reviewed and are approved by the EI/ECSE Area Contractor.

Date of Approval: \_\_\_\_\_\_\_\_ EI/ECSE Area Contractor Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_