mcop

ITCVA Monthly Monitoring Community of Practice

June 2025

ITCVA PART C MONITORING TEAM
VIRGINIA DBHDS

THE team

“We’re working on getting new headshots.” - The Team

ARIEL

SARAH

TELISHA

RICHARD

the mcop promise

topical & timely

informative

interactive & fun

time efficient

responsive

ground rules

01 Mute microphone unless speaking!

02 *Definitely* mute microphone if cursing!

03 Be respectful of staff and one another!

04 Share your ideas/ tips/ strategies with others!

05 Ask questions!
(But please keep on topic!)

agenda

1. Review of Compliance Indicators
2. Official Notification
3. Structured & Supervised Local Monitoring
4. Wrap-up & Q/A

Compliance Indicators

1 Timely Initiation of Services

7 Initial Meeting to Develop IFSP

8 Transition x 3

- 100% Compliance Required
- Reported in the SPP/APR

official notification

June 30th

Reporting Period:
July 1st – June 30th

1

Timely Initiation of Services

7

Initial Meeting to Develop IFSP

8

Transition x 3

100% compliance

correct noncompliance ASAP
but no later than 1 year

What happens if a locality is unable to correct noncompliance within a year?

Determination Report Copy 1 of 2

Local Early Intervention System (LEIS) Monitoring Results & Determination

Based on monitoring data from FFY 2022 (July 1, 20xx - June 30, 20xx) [as required by OSEP]

☒ Copy 1/2 – Results (6/20xx) | ☐ Copy 2/2 – FINAL Results & Determination (09/20xx)

Infant & Toddler Connection of

Happy Harbor

Section A

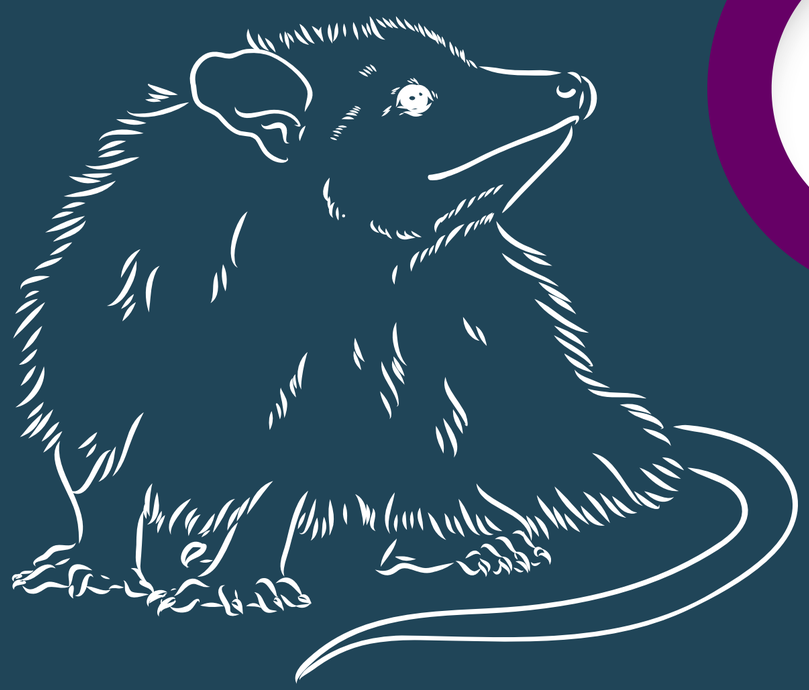
Compliance Indicators; Longstanding Noncompliance; Accurate & Timely Data

Annual Compliance Measures (Indicator 01, Indicator 07 and Indicator 08)

Scoring

- CPN = N/A → 2
- CPN = Y → 2
- CPN = N and ARR >= 95% → 2
- CPN = N and ARR >= 75% → 1
- CPN = N and ARR < 75% → 0

Indicator	State Target	State Result	Annual Record Review (ARR) Result	Corrected Prior to Notification (CPN) (Y/N/NA)	Full Correction FFY22/SFY23 Noncompliance (Y/N/NA)	Points Awarded
01: Timely Services	100%	99.25%	100.00%	N/A		
07: 45-Day Timeline	100%	96.45%	100.00%	N/A		
08A: Transition Steps and Services	100%	99.60%	77.8%	N		
08B: Transition Notification to LEA & VDOE	100%	97.15%	75.0%	N		



After the official notification and determination report is sent, do your EDs or supervisors ever reach out with questions?

Structured & Supervised Local Monitoring (SSLM)

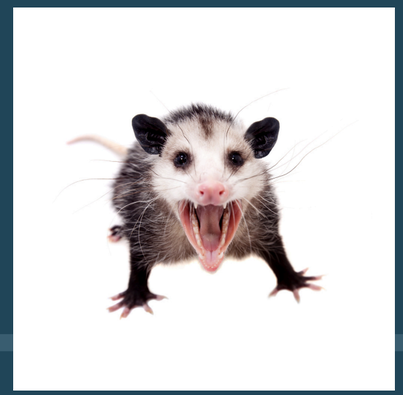
Because 99 ½ won’t do!

Have you participated in Structured & Supervised Local Monitoring (SSLM) in the past?

?

SSLM is required!

any CIMV compliance percentage < 100% not verified as corrected by June 30th



SSLM begins annually on July 1st

- **On the 13th of each month** run and review the appropriate TRAC-IT federal report and note the calculated percentage.

  If no percentage is noted (C-01)

  “clear the unknowns”

- Add comments beside each delay to explain the reason for the delay.

- Save and securely transmit a copy to your Part C MC by the **20th of the month**.

Correction Logic

C-01 Timely Initiation of Services

- Review 2 months prior
  (e.g., In June check April)

100% Compliance

C-07 45 Day Timeline and C-08 Transition

- Review 1 month prior
  (e.g., In June check May)

<100% Compliance

Structured Monitoring: Not Just a Task — A Tool

It’s a tool for:

- Tracking, Reviewing, Acting, and Correcting in Time
- Addressing noncompliance before it becomes a systemic issue
- Collaborating with TACs & MCs
- Ensuring every child gets timely support

Structured monitoring moves us from checklists to change.

How do you use TRAC-IT reports for local monitoring?

Q&A

NEXT MONTH

July 2, 2025, 3 p.m.
Finance/ Expenditure Reports