

Sample Preliminary Summary

General Supervision Monitoring (GSM) • On-site
May 2016

ISD Name Early Intervention Focused Monitoring Preliminary Summary On-site Review

ISD Code: 00
Date of Summary:
On-site Review Date(s):

Focused Monitoring Team:

Name:	Title:

Section 1: Focused Monitoring Priority:

General Supervision Monitoring (GSM)

Pursuant to the *Individuals with Disabilities Education Act* (IDEA), §§ 303.700 and 303.120(a), as part of State monitoring and enforcement, the Office of Great Start/Early Childhood Development and Family Education (OGS/ECD&FE) must ensure that the requirements of the IDEA are carried out and that each early intervention provider for children with disabilities meets the State's early intervention standards. It must review policies, procedures, and practices related to the provision of early intervention services for children with an individualized family service plan (IFSP).

Section 2: Selection Criteria:

The local service area was selected for a focused monitoring activity as part of the *Early On*[®] General Supervision Monitoring (GSM) process. The purpose of the GSM is to assist the *Early On* local service area in ensuring compliance with Part C of the Individuals with Disabilities Education Act (IDEA) regulations, and if necessary, plan improvements for the local system.

Section 3: Preliminary Summary:

The local service area's policies, procedures, and practices related to the provision of early intervention services for children with an IFSP were reviewed to determine whether they were compliant with the IDEA, the Part C Michigan State Plan and the *Michigan Administrative Rules for Special Education (MARSE)*. Monitoring activities included review of child records and interviews with staff.

The child record reviews yielded _____ instance(s) of correctable noncompliance related to specific children.

Next Steps:

A focused monitoring report will be issued to the *Early On*[®] local service area on September 15, 2016. This report will provide written notification of any noncompliant policies, procedures, or practices requiring revision. All areas of noncompliance must be corrected as soon as possible but no later than one year from the date of notification, including verification by the State. If this deadline is not met it will impact the *Early On* local service area's Determination and the State will take action to promptly bring the service area into compliance; this may include increased State supervision and/or financial sanctions.

If findings of noncompliance are issued, the *Early On* local service area must submit a corrective action plan by November 1, 2016 to address all areas of noncompliance. The Office of Great Start/Early Childhood Development and Family Education (OGS/ECD&FE) will facilitate any required training and technical assistance for the local *Early On* service area.

