



OHIO DEPARTMENT OF HEALTH

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Ted Strickland/Governor

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

Memo #10-06

Date: April 14, 2010

To: Help Me Grow Project Directors
County Family and Children First Coordinators

From: Sondra Crayton, Acting Chief *SCC*
Bureau of Early Intervention Services

Subject: SFY10 Compliance Data Schedule

The Bureau of Early Intervention Services (BEIS) will begin examining all of the SFY10 compliance data in the next few months. This memorandum is intended to provide the anticipated calendar dates of specific events/tasks required to complete compliance analyses. Please note that these dates are tentative and are **subject to change**, but BEIS will work to honor these dates and their corresponding timelines.

45-Day Timeline		
Tentative Date to be Completed by:	Event/Task Due to be Completed:	Party Responsible to Complete Event/Task by Date:
4/14/2010	SFY10 Dates Memo	ODH
To be determined	45-Day Webcast	ODH & Counties
4/29/2010	45-Day data quality checks completed	Counties
4/30/2010	45-Day Data Extract	ODH
5/10/2010	45-Day Inquiries to counties	ODH
5/21/2010	45-Day materials DUE to ODH-BEIS	Counties
6/2010	45-Day Memos/Webcast	ODH & Counties

Timely Receipt of Services (TRS)		
Tentative Date to be Completed by:	Event/Task Due to be Completed:	Party Responsible to Complete Event/Task by Date:
4/14/2010	SFY10 Dates Memo	ODH
To be determined	TRS Webcast	ODH & Counties
6/10/2010	TRS data quality checks completed	Counties
6/11/2010	TRS Data Extract	ODH
6/21/2010	TRS Inquiries to counties	ODH
7/2/2010	TRS materials DUE to ODH-BEIS	Counties

7/16/2010	TRS Memos/Webcast	ODH & Counties
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Transition Compliance (TPC)		
Tentative Date to be Completed by:	Event/Task Due to be Completed:	Party Responsible to Complete Event/Task by Date:
4/14/2010	SFY10 Dates Memo	ODH
7/9/2010	Transition Webcast	ODH & Counties
7/22/2010	TPC data quality checks completed	Counties
7/23/2010	TPC Data Extract	ODH
8/2/2010	TPC Inquiries to counties	ODH
8/13/2010	TPC materials DUE to ODH-BEIS	Counties
8/27/2010	Transition Memos/Webcast	ODH & Counties

BEIS acknowledges the amount of work required to successfully complete each compliance analysis, and hopefully the above tables allow for better planning and anticipation of events/tasks over the next several months.

Each of the analyses outlined above are needed for our February 1, 2011 submission of the Annual Performance Report to the U.S. Department of Education, Office of Special Education Programs. These timelines are somewhat aggressive; however BEIS is attempting to reduce the overlap experienced during these processes for our SFY09 compliance analyses.

Thank you for all of your efforts as we continue to serve Ohio's most vulnerable infants and toddlers.