



Early Intervention Focused Monitoring

Process

Focused Monitoring is a process that selects priority areas to examine for compliance to maximize lead agency resources and improve programmatic results. Data is collected on priority indicators and is used to select Early Intervention Programs that require an onsite visit. Department of Public Health Regional Specialists and Parent Team Members gather information during this onsite visit and then compile a report to the program identifying areas of non-compliance with state standards and federal regulations.

Parent Team Members:

- Are parents of children who have transitioned out of an Early Intervention Program in Massachusetts, and have been appropriately trained in the EI system, IFSP development, IDEA, confidentiality, and group facilitation skills
- Agree to the time commitments involved to be an integral part of the process.
- Must not have any other children currently enrolled and receiving IFSP services in an EI program while working as a Team Member.
- Will participate in Focused Monitoring Onsite Visits in programs other than where their child and family received services
- Are currently not employed by an EI Program in any capacity

Parent Team Members will:

- Use their expertise as a family member of an EI graduate to provide effective parent-professional collaboration to promote family centered services within the Massachusetts EI system
- Participate in desk audit
- Facilitate focus groups during onsite visits
- Collect information through one on one interviews
- Assist in reviewing records during the onsite visit
- Gather other information as needed
- Provide input into the formulation of the final report

Commitment

Parent Team Members must commit to:

- Attend 2 trainings to obtain information regarding the EI System, and specifics on the Focused Monitoring Process.
- Participate in the Focused Monitoring Onsite Visit which includes:
 - Desk Audit Meeting- 3 hours- to discuss EI program being visited, data gathered and formulate hypothesis with the Team
 - Onsite Visit- 2 days at 7 hours each- to complete onsite activities with the Team
- Complete up to 2 Focused Monitoring Onsite Visits a year

Parents will receive a stipend for their participation in both training and Onsite Focused Monitoring Visits.

For more information or if interested in participating please contact:

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