**MIECHV Continuous Quality Improvement (CQI)**

**Frequently Asked Questions (FAQ)**

**State CQI Project: Timely connection to developmental referrals**

Basecamp Website

***What is the purpose of the Basecamp website?***

The purpose of this website is to provide a platform and location for you to locate CQI tools and resources, forms and data related to the FY17 State CQI Project on increasing timely reception of developmental services. This platform also serves as an important opportunity for peer-to-peer learning and sharing, as community and state-level data will be presented here along with LIA PDSA tracking forms and CQI projects.

The website includes a calendar that shows the scheduled dates for the quarterly State CQI Project webinars as well as the Learning Collaboratives.

Please sign up and log in to the website.

PDSA Tracking Forms

***How often are the PDSA Tracking Forms due?***

The PDSA Tracking forms are due monthly to Drew, by the last day of the month, beginning December 30th, 2016. Each month you will update the tracking form with any progress made, and/or submit any new PDSA tracking forms for new PDSA cycles. You will check off at the top of the form whether this is a continuation of the current PDSA or a new PDSA cycle for either the same or a new primary and secondary driver.

***Will we still have to complete the CQI section of the quarterly LIA report?***

No. This form will be replacing the CQI section of the quarterly LIA form.

Developmental Screening

***For Developmental Screening, our model and program requires that screenings occur at earlier ages. Should we complete the ASQ Referral Tracking and Follow-up form, if we referred at an earlier age?***

MIECHV is only requiring that we track the referrals that result at the ages included in the benchmark measure. For EHS and HFA, this is at 9/10, 18, 24 and 30 months. For NFP, this is at 10, 18 and 24 months (24 is optional for NFP).

***What is the window period for the 9 or 10 months screening?***

Home Visitors can use either the 9 or the 10-month ASQ screening tool in the required time window of 9 months 0 days to 10 months 30 days.

***How are we defining a “positive screen” for being at risk for developmental delays?***

A “positive screen” is defined as a child for whom the results of the ASQ-3 screening show one or more ASQ domains in the black OR two or more domains in the grey, or a combination of black and gray.

ASQ Referral Tracking and Follow-up Form

***When do we need to submit an ASQ Referral Tracking and Follow-up Form?***

Home Visitors should complete and submit an ASQ Referral Tracking and Follow-up form whenever a child is screened during a MIECHV ASQ screening period (9/10, 18, 24 and 30 months for EHS/HFA; 10 and 18 months for NFP) and the screening shows one or more ASQ domains in the black (at-risk) OR two or more domains in the grey (monitoring), or a combination of black and gray. This is in line with the ASQ-3 tool guidance, and is also how we will be defining a “positive screening” for the purposes of our calculations for this Benchmark measure.

***Do I complete the ASQ Referral Tracking and Follow-up form for a child who was referred to EI by a pediatrician, or whom we referred but not based on the ASQ screening?***

No. You will only complete the ASQ Referral Tracking and Follow-up form for a child who has been screened by a MIECHV home visitor using the ASQ-3 for a MIECHV-required screening (9/10, 18, 24 or 30 months for EHS/HFA) and scored in either the grey (“monitoring”) and/or black (“at-risk”) zones.

***If the child does not score in the monitoring (gray) or at-risk (black) zone, but the Home Visitor still wants to refer to EI, do we complete an ASQ Referral Tracking and Follow-up form?***

No. You only need to submit an ASQ Referral Tracking and Follow-up form if the child screens positive in two or more gray areas or one or more black areas.

***What should I put for the “date EI referral contacted” under Early Intervention Services on the ASQ Referral Tracking and Follow-up form if EI was never actually contacted (because of parent refusal or other reasons)?***

If EI services is never contacted, you would not write in a date. However, you would still complete the individualized developmental support section of the ASQ Referral Tracking and Follow-up form.

***What if initially the home visitor decides to wait on an EI referral and instead chooses to conduct developmental support but then later determines that an EI referral is needed, how would this be reported?***

In this case, the home visitor would fill out the ASQ Referral Tracking and Follow-up form and write in the date of the individualized developmental support and then update the form if/when an EI referral is made. The Referral Tracking and Follow-up form is to be submitted monthly with any updates.

***For the ASQ Referral Tracking and Follow-up Form, what date do we use for the start of the 30 or 45 day period for the EI or community service referrals?***

For the “*Date referred to service*” on the ASQ Referral Tracking and Follow-up form, under the “Initial referral: Date referred to service” column, the date written here should be the date the EI or community service provider is contacted either by the parent or Home Visitor/LIA (which may or may not be the same date of the ASQ screening but should be shortly thereafter). The 30 or 45 day window will then begin from the day the referral contact was made by the client or home visitor.

***For the Early Intervention (EI) referral, is it the screening or evaluation that needs to take place within 45 days?***

The MIECHV benchmark measure 18 considers receiving an EI evaluation as the closure of the referral loop (not the screening). Therefore, the data will capture whether a child receives an EI evaluation within 45 days of the initial referral contact.

You may be able to help expedite the evaluation by providing a copy of the ASQ-3 summary sheet to EI when making the referral. If the ASQ has been completed within 30 days many EI providers will utilize your ASQ to meet their screening requirement and move directly to evaluation.

***Will we be collecting developmental referral data for the ASQ-SEs?***

No. MIECHV is no longer using the ASQ-SE as a screening tool to collect data, therefore, we will not be including referrals based on the ASQ-SE.