

SCOPE OF WORK
PROGRAM TYPE: NEVADA EARLY INTERVENTION SERVICES (EIS)
SERVICE: COMPREHENSIVE EARLY INTERVENTION SERVICES

DEFINITION:

Comprehensive EIS providers coordinate all services and may subcontract provision of certain services to children eligible for EIS in compliance with the Americans with Disabilities Act of 1990 (P.L. 101-136), 42 U.S.C. 12101, as amended, and regulations adopted there under contained in 28 CFR 26.101-36.999 inclusive, and any relevant program-specific regulations.

The ability to provide the following services must be demonstrated through the application process.

1. Accept and retain all referrals according to an agreed upon service capacity schedule, unless an exception is mutually agreed upon by both parties.
2. Provide comprehensive early intervention services to eligible children at the frequency and intensity as set forth in the Individualized Family Service Plans (IFSP).
3. Ensure the provision of services using appropriately credentialed and/or licensed providers and maintain the integrity of the IFSP process through accurate and timely implementation of the services as mutually determined and agreed to by the IFSP Team and consented to in writing by the child's parent/legal guardian.
4. Ensure that services are family-centered, provided in home and community activities and settings, and culturally competent. Family members have an integral and equal role in service planning, supporting the child's participation in early intervention services and meeting the outcomes identified in the IFSP.
5. Participate in planning, development, review and revision of IFSPs for children covered under this Agreement in a timely and comprehensive manner according to the state and federal reporting deadlines.
6. Provide service(s) to eligible children and their families upon referral as set forth in the Individualized Family Service Plan (IFSP).
7. Establish personnel procedures including work performance standards, tracking licenses/credentials of all personnel providing direct early intervention services and conducting annual employee appraisals.
8. Enter, update and report child data timely in accordance with the Part C, IDEA state and federal data reporting requirements.

9. Maintain accurate child clinical records for a period of at least 23 years from discharge from service. Evaluation reports, progress notes, individualized family service plans, etc. must be made available upon request.
10. Make available for inspection all early intervention child records necessary to assure the appropriateness of payments to the Aging and Disability Services Division and Part C, IDEA Office. Such records shall include, but not limited to, the following:
 - a. Financial information;
 - b. Child's evaluation and assessment reports;
 - c. Child's Individualized Family Service Plan;
 - d. Child Outcome Summary Data Forms;
 - e. Documentation of all services provided; and
 - f. Provider licensing and/or credentialing records
11. Participate in the monitoring activities as set forth by the Nevada's Part C, IDEA Office including but not limited to self-assessment, on-site monitoring, financial audits, and complaint investigation.
12. Participate in parent choice of programs at the time of referral.
13. It is permissible for a Provider to serve multiple counties within the state, which requires mutual agreement between the State, Division of Aging and Disability Services and the Provider. Child referrals are contingent on the availability of funds.

SCOPE OF WORK
PROGRAM TYPE: NEVADA EARLY INTERVENTION SERVICES (EIS)
SERVICE: MEDICAL TRANSCRIPTION

DEFINITION:

Service provider must demonstrate to Aging and Disability Services Division the ability to provide comprehensive medical transcription services for medical documentation purposes, certifying that early intervention providers meet all current state credentialing and/or licensure requirements established as of the effective date of agreement. The following services must be provided.

1. Accept and manage all related service assignments according to an agreed upon service capacity schedule, unless an exception is mutually agreed upon by both parties.
2. Ensure the provision of services using appropriately credentialed and/or licensed providers and to maintain the integrity of the medical record.
3. Maintain accurate child clinical records for a period of at least 23 years from discharge from service per NRS 629.051. Evaluation reports, progress notes, individualized family service plans, etc. must be made available upon request.
4. Make available for inspection all early intervention child records necessary to assure the appropriateness of payments to Aging and Disability Services Division and Part C, IDEA Office. Such records shall include, but are not limited to, the following:
 - a. Financial information;
 - b. Child's evaluation and assessment reports;
 - c. Documentation of all services provided; and
 - d. Provider licensing and/or credentialing records
5. It is permissible for a Provider to service multiple counties within the state, which requires mutual agreement between Aging and Disability Services Division Early Intervention Services and the Provider, contingent upon the availability of funds.
6. Provide services to children and families in their native language.
7. Provide professional medical reports including timely revisions and corrections.
8. Provider may contact the professional when needed to ensure components of the medical report is accurate and/or complete.

SCOPE OF WORK
PROGRAM TYPE: NEVADA EARLY INTERVENTION SERVICES (EIS)
SERVICE: THERAPY/MEDICAL SERVICES

DEFINITION:

Therapy/Medical Services include Occupational, Physical, Speech, Vision, Registered Dietician, Physician, Nurse, Audiologist or other services that may be required by children receiving early intervention services. Contractors must demonstrate the following related to the specific service to be provided to children with diagnosed delays, disabilities or other eligible special needs as indicated for the service to be provided.

1. Ensure appropriate credentials and/or licenses required to provide specific services and to maintain the integrity of the IFSP process through accurate and timely implementation of the services as mutually determined and agreed to by the IFSP Team and consented to in writing by the child's parent/legal guardian.
2. Ensure that services are family-centered, provided in home and community activities and settings, and culturally competent. Family members have an integral and equal role in service planning, supporting the child's participation in early intervention services and meeting the outcomes identified in the IFSP.
3. Participate in planning, development, review and revision of IFSPs for children covered under this Agreement as appropriate and in a timely and comprehensive manner according to the state and federal reporting deadlines.
4. Provide service(s) to eligible children and their families upon referral as set forth in the Individualized Family Service Plan (IFSP).

SCOPE OF WORK
PROGRAM TYPE: NEVADA EARLY INTERVENTION SERVICES (EIS)
SERVICE: LANGUAGE INTERPRETER

DEFINITION:

Demonstrate ability to interpret specific languages including sign language as indicated by certifications, degrees or other demonstrable methods. This may include translation of documents, in addition to participating in meetings with families.