HSU Course Outline

ERSEA: Understanding NEW! Performance Standard Compliance and Mandated Reporting

ERSEA16-829Cv.1

2 Days

Description

This 2-day instructor-led course is designed to give learners comprehensive tools and best practices as well as in-depth knowledge to create polices and monitor key areas of performance in ERSEA. This course will focus on both performance standards monitoring as well as the 2017 monitoring process. This course will also incorporate the changes with the final rule on ERSEA eligibility. Students will understand how to meet the New Performance Standards requirements. (*It is recommended that all students who have received training within 60 days should attend this updated course. A 50% discount will be given once your previous enrollment has been verified.*) You will also learn how to setup systems for new program requirements on Eligibility, Enrollment and Attendance. As a benefit, learners will find that this course is an in-depth approach to developing and implementing program practices for verifying the eligibility status of children, families and pregnant women receiving services and for ensuring the appropriate enrollment of children into the program. Students will also gain comprehensive skills and in-depth knowledge to plan and create reports that will help to analyze and interpret important information in the most efficient manner. The ERSEA Understanding NEW! Performance Standard Compliance course is a core course in the ERSEA Management Systems Credential and License (EMSCL) programs.

Prerequisites

- Knowledge of Head Start
- Head Start Performance Standards
- Head Start Act

Who Should Take This Course?

This course is beneficial for all staff members. ERSEA managers, teachers, home visitors, family service workers, health and management staff will gain knowledge to improve ERSEA systems. Those who are responsible for distributing and monitoring reports in ERSEA will gain in-depth knowledge.

Objectives

- ✓ Understand the NEW! Federal Rule requirements
- ✓ Changes in the NPRM Performance Standards
- ✓ Understand what needs to be change in tracking systems for Final Rule Compliance
- ✓ Understand the Aligned Monitoring System
- ✓ Understand Comprehensive vs. Differential Monitoring
- ✓ Understand On-Site Review requirements
- ✓ Preparing for HSKI-C reviews
- ✓ Preparing for Full Compliance On-Site Reviews
- ✓ Monitoring and reporting absences of 4 or more days
- ✓ Individual attendance
- ✓ New Attendance Policies
- ✓ Expulsion and Suspension
- ✓ Maintaining 85% target
- ✓ Analyzing Attendance

- ✓ Attendance plans
- ✓ Managing chronic absenteeism
- ✓ Behavioral Attendance
- ✓ Transitions based on Attendance
- ✓ Charging Fees
- ✓ Full Day Full Year Requirements for ERSEA
- ✓ Program Structures Requirement for ERSEA
- ✓ Home-based program changes for ERSEA
- ✓ Verifying and Documenting eligibility
- ✓ Source documentation of child files
- ✓ Maintaining eligibility status correctly
- ✓ Homeless forms
- ✓ Calculating Incomes
- ✓ Managing Income sources
- ✓ Monitoring and managing age determinations
- ✓ Monitoring Enrollment process
- ✓ Tracking disabilities requirements
- ✓ Waiting list requirements

Outline

Day One
Final Rule on Eligibility
    Eligibility Changes
    New Definitions Changes
    Income eligibility requirements
    Additional allowances
    Additional allowances for Indian tribes
    Categorical eligibility requirements
    Migrant or Seasonal eligibility changes
    Verifying age
    Verifying income
    Verifying categorical eligibility
    Eligibility duration
    Record Keeping requirements
    Program policies requirements
    Procedures on violating eligibility determination
    Training requirements
        90 days training requirements

New Head Start Performance Standards
    Community Assessment Changes
    Service Area Overlap
    Publicly funded Pre-K
    Early Childhood Community Programs
    Community diversity
    Determining, verifying and documenting eligibility
    Categorical eligibility
    Verification of public assistance
    Alternate effective methods
    1000 or fewer communities
    Multi-year requirements
    Redundancy
    Pregnant Women Age Removal
    Recruitment
    Disabilities Recruitment
    Selection
    Enumerating selection criteria
    Linking criteria to annual update
    Children experiencing homelessness
    Children in foster care
    Prioritize younger children
    Enrollment
    Re-enrollment
    Second year eligibility
    Third year income requirements
    Reserve slots
        Homeless children
        3% of funded
        30 day requirement
    Private Pay enrollment
    State immunization requirements
    Attendance
    Tracking Attendance
    Home visits for Attendance
    Provision of support for attendance
    One hour contact requirement for absentee
    Data tracking requirements

    Oversight attendance requirements
    Attendance for Homeless children
    Suspension and Expulsion
    Use of Suspension
    Expelling children
    Prohibit or severely limit
    Mental Health professional
    Safety threats
        Actual risk
        Objective evidence
        Stereotypes or generalizations
        Prohibit under-enrollment
        Expulsion based on behavior
        Exhaustive Steps for behavior
        Mental health consultant guide
        Parental exclusion prohibition
        Voluntary participation
    Charging Fees
    Allowable Fees
    Co-payments
    Multiple funding sources
    Private Pay
2017 PIR Reporting
    Enrollment Reporting
        Age Requirements
        Funded Enrollment
        Transition Reporting
        Prior Enrollment
    Eligibility Reporting
        Types of Eligibility
Eligibility
   Income Eligibility
    Calculating Income
    No Income documentation
    Zero Income families
    Over Income documentation
    Public Assistance
    Foster Family Documentation
    Third party verification
Determining Family and Family Size
    Living in the same household
    Documenting Family Size
    Joint Custody
    Same-sex Marriages

Day Two
EHS Eligibility
    Pregnant Mothers eligibility
    Teen parent eligibility
Migrant/Seasonal Family Eligibility
    Mobile Families
    Identifying Migrant Families
    Agricultural workers incomes
Public Assistance
    Documentation of Public Assistance
    Non-Monetary Public Assistance Services
Homeless Family Documentation

Homeless forms
Homeless definition
Prioritizing Homelessness
Disabilities Families
Disabilities Eligibility
Selecting Disability Children
Meeting Disabilities Requirements
Funded vs. Cumulative Requirements
Military Family Documentation
Military LES Statement
Military Allowance
Calculating Military Incomes
Monitoring ERSEA for compliance
Eligibility reports
Enrollment reports
Attendance reports
New Performance Standards Program Structure
Class Room Changes
Full Day Full Year Requirement
Home Based vs. Center Based Requirement
Quality Assurance
Quality Systems
Self Assessment
ERSEA Area Plans
ERSEA Attendance Plans
Community Assessment