



Babies Can't Wait Contract Interest Information

2019 - 2020

Thank you for your interest in Babies Can't Wait (BCW), Georgia's comprehensive, coordinated, statewide, interagency service delivery system for infants and toddlers- birth to three years of age- who have developmental delays and their families. BCW is established under Part C of the Individuals with Disabilities Education Act (IDEA), as amended. Family-centered care and family empowerment are important concepts in IDEA. Through participation in Babies Can't Wait, families are assisted in identifying and accessing resources that may be available to them. Equipped with information, families become more effective advocates for themselves and their children.

Early intervention services through BCW must be delivered in the child's **natural environment**- which may include the child's home, child care centers, family child care homes, playgrounds and other community settings, where typically developing children live, learn and play- unless there is justification that these early intervention services cannot be achieved satisfactorily for the infant/toddler in a natural environment.

Potential contract candidates may have a bachelor or master's degree in one of the following fields (resume must include date degree was awarded):

| | | |
|---------------------------|-----------------------------|---------------------------|
| Audiology | Elementary Education | Psychology |
| Child Development | Family/Community Counseling | School Psychology |
| Child Psychology | Human Services | Social Work |
| Clinical Psychology | Nursing | Sociology |
| Developmental Psychology | Nutrition | Special Education |
| Dietetics | Occupational Therapy | Speech Language Pathology |
| Early Childhood Education | Orientation & Mobility | Other related fields |
| Education | Physical Therapy | |

Licensed Therapist/Providers

Occupational Therapist, Physical Therapist and Speech Language Pathologists must enroll as a Provider in Georgia's Fee-for-Service (FFS) Medicaid/Peachcare for Kids insurance prior to contracting with BCW. Each of these specialties must also have a GA Professional license and obtain Professional liability insurance- this can be purchased by the individual or agency. Upon contracting with BCW, these Providers are required to enroll with at least two of Georgia's Care Management Organizations- Amerigroup, Peach State, Wellcare/TGNA and/or CareSource.

<https://www.mmis.georgia.gov/portal/PubAccessEnrollment/EnrollmentApplication/tabid/66/Default.aspx>

Service Coordinators (SC) and Intake Coordinators(IC)

Service and Intake Coordinators assist and enable infants or toddlers with one or more disabilities and their family to receive early intervention services. SCs serving as the single point of contact for carrying out early intervention activities. Their duties include, but are not limited to—

- Assisting parents of infants and toddlers with disabilities in obtaining access to needed early intervention services and other services identified in the IFSP, including making referrals to Providers for needed services and scheduling appointments for infants and toddlers with disabilities and their families;
- Coordinating the provision of early intervention services and other services that the child needs or is being provided;
- Coordinating evaluations and assessments;
- Facilitating and participating in the development, review, and evaluation of IFSPs;
- Conducting referral and other activities to assist families in identifying available EIS Providers;
- Coordinating, facilitating, and monitoring the delivery of services required under this part to ensure that the services are provided in a timely manner;
- Conducting follow-up activities to determine that appropriate Part C services are being provided;
- Informing families of their rights and procedural safeguards, as set forth in subpart E of this part and related resources;
- Coordinating the funding sources for services required under this part; and
- Facilitating the development of a transition plan to preschool, school, or, if appropriate, to other services

All individuals providing service coordination services must have at least a bachelor's degree in a field related to Early Intervention. In addition, all individuals providing service coordination (including the blended model of service coordination) must successfully complete a state online service coordination orientation (SCEIS) and a district conducted orientation/training prior to providing service coordination. Intake Coordinators are not required to enroll in Georgia's Medicaid/Peachcare for Kids Program. Service Coordinators, however, must enroll as a Provider in Georgia's Fee-for-Service (FFS) Medicaid/Peachcare for Kids Program

<https://www.mmis.georgia.gov/portal/PubAccessEnrollment/EnrollmentApplication/tabid/66/Default.aspx> prior to becoming a BCW contracted Provider.

Special Instructors

Special Instructors provide families with information, skills, and support related to enhancing the skill development of the child. They also collaborate with the family to identify locations, activity settings, and learning opportunities to build strengths and priorities of the child and family. Special Instructors are not required to enroll in Georgia's FFS Medicaid/Peachcare.

Special instruction duties include but are not limited to—

- (1) The design of learning environments and activities that promote the infant's or toddler's acquisition of skills in a variety of developmental areas, including cognitive processes and social interaction;
- (2) Curriculum planning, including the planned interaction of personnel, materials, and time and space, that leads to achieving the outcomes in the IFSP for the infant or toddler with a disability;
- (3) Providing families with information, skills, and support related to enhancing the skill development of the child; and working with the infant or toddler with a disability to enhance the child's development.

There are three tiers to Special Instruction.

- I. **Early Intervention Specialist (EIS)** requires a Master's degree in child development, early childhood education, early childhood special education or special education, and two years of experience providing service to or teaching children with disabilities (birth-6) and their families. The position also requires completion of Level II training modules, SCEIS, within six months of contracting with BCW and 20 hours of continuing education every 2 years.
- II. **Early Interventionist (EI)** require a Bachelor's degree in education, child development, pediatric nursing, psychology, social work or another directly related field and have a minimum of 2 years of professional experience providing service to children and families and/or in the administration of a service delivery program for children and families or in the administration of a service delivery program for children and families or children's health. The position also requires completion of Level II training modules, SCEIS, within six months of contracting with BCW and 20 hours of continuing education every 2 years.
- III. **Early Intervention Assistant (EIA)** require an Associate's degree in education, child development, pediatric nursing, psychology, social work or another directly related field and have a minimum of 2 years of professional experience providing service to children and families and/or in the administration of a service delivery program for children and families or in the administration of a service delivery program for children and families or children's health. The position also requires completion of Level I training modules, SCEIS, within six months of contracting with BCW and 10 hours of continuing education every year.

Social Work/Counseling

- **Counseling- Licensed Provider** provides counseling services specifically related to the child's disability. FTCLs must have a GA Professional license and obtain Professional liability insurance- this can be purchased by the individual or agency. Upon contracting with BCW, these Providers are required to enroll with at least two of Georgia's Care Management Organizations- Amerigroup, Peach State, Wellcare/TGNA and/or CareSource.
<https://www.mmis.georgia.gov/portal/PubAccessEnrollment/EnrollmentApplication/tabid/66/Default.aspx>
- **Social Worker- Licensed Provider** assist the family in understanding the special needs of the child and enhancing the child's development. Social Workers must have a GA Professional license and obtain Professional liability insurance. Upon contracting with BCW, these Providers are required to



enroll with at least two of Georgia's Care Management Organizations- Amerigroup, Peach State, Wellcare/TGNA and/or CareSource.

<https://www.mmis.georgia.gov/portal/PubAccessEnrollment/EnrollmentApplication/tabid/66/Default.aspx>

Below, you will find a "Contract Interest Form". Complete and return this 3-page form and documentation exercise to

You must also include:

- Most recent resume (Special Instructor must show 2 years' experience with children 0-3.)
- Professional License (for PT, OT, SLP, SW, LPC)
- College Transcript (for Service Coordinators, Special Instructors)

PROCESSING

Once your completed Contract Interest is received:

1. The State office reviews information for minimum requirements and request professional references;
2. Once all references are received, the State office will send completed information to the District(s) indicated below;
3. The District(s) will call you if there a need for the specialty indicated on the Contract Interest form, in the area that you have requested to provide services;
4. An interview will be conducted by the District office and a Contract will be offered, if appropriate.

OTHER CREDENTIALS NEEDED

You, or your Agency, will be required to submit the following documentation prior to contract execution. (DO NOT submit information with this interest form.)

1. National Background Check (you will receive further information on background requirements);
2. Proof of Liability Insurance – minimum \$1,000,000 per claim/\$3,000,000 in aggregate;
3. Fee-for-Service Medicaid (for every specialty except Translator, Interpreter, Intake Coordinator and Special Instructor);
4. Licensed Providers only: Enrollment in at least two (2) Care Management Organizations (CMO).

Again, thank you for your interest in assisting to enhance learning and developmental opportunities for children ages 0-3 with Georgia's Babies Can't Wait (BCW) program. If you have not already done so, take a look at the BCW webpage for more information on our program and the services that we offer.

<http://dph.georgia.gov/BCW>

Best Regards,

Provider Relations Team

Georgia Department of Public Health
Maternal and Child Health- Division of Health Promotion
Children and Youth with Special Health Care Needs

Online: dph.georgia.gov

Twitter: <http://twitter.com/gaDPH>

Facebook: <http://Facebook.com/GaDPH>

I. GENERAL INFORMATION

Name: _____ Agency Name (if applicable): _____

Address (No PO Box): _____

Email: _____ Phone: _____

1. Are you a currently employed with the State of Georgia or any Georgia Health District?
____ Yes ____ No (State or Health District employees are not allowed to contract with BCW)
2. On a monthly basis, are you available to work with: ____ 1-12 children ____ more than 12 children
3. Do you have Home Visiting experience? ____ Yes ____ No

If yes, please highlight your experience on your resume.

II. SERVICES

Please indicate which Early Intervention Services/Specialty you will provide.

- | | |
|--|--|
| <input type="checkbox"/> Autism Services | <input type="checkbox"/> Service/Intake Coordination |
| <input type="checkbox"/> Counseling (Licensed) | <input type="checkbox"/> Social Work (Licensed) |
| <input type="checkbox"/> Interpretation Services | <input type="checkbox"/> Special Instruction** |
| <input type="checkbox"/> Occupational Therapy | <input type="checkbox"/> Speech/ Language Therapy |
| <input type="checkbox"/> Physician/Physician Assistant | <input type="checkbox"/> Translation Services: |
| <input type="checkbox"/> Physical Therapy | Language(s) _____ |

** Special Instructors must show at least 2 years professional experience with children ages 0-5.

IV. PROFESSIONAL REFERENCES- References must have knowledge of your professional experience in the Specialty that you are interested in serving.

1. Name: _____
Agency/Relationship: _____
Email: _____ Phone: _____
2. Name: _____
Agency/Relationship: _____
Email: _____ Phone: _____
3. Name: _____
Agency/Relationship: _____
Email: _____ Phone: _____



VII. HEALTH DISTRICTS

I am available to work in the following Health Districts/Counties: (please check all that apply)

| | | | | | |
|--|-------------------------------------|--|-------------------------------------|--|-------------------------------------|
| District 1-1 Northwest (Rome) | | District 5-1 South Central (Dublin) | | District 8-2 Southwest (Albany) | |
| <input type="checkbox"/> All Counties | | <input type="checkbox"/> All Counties | | <input type="checkbox"/> All Counties | |
| <input type="checkbox"/> Bartow | <input type="checkbox"/> Gordon | <input type="checkbox"/> Bleckley | <input type="checkbox"/> Pulaski | <input type="checkbox"/> Baker | <input type="checkbox"/> Lee |
| <input type="checkbox"/> Catoosa | <input type="checkbox"/> Haralson | <input type="checkbox"/> Dodge | <input type="checkbox"/> Telfair | <input type="checkbox"/> Calhoun | <input type="checkbox"/> Miller |
| <input type="checkbox"/> Chattooga | <input type="checkbox"/> Paulding | <input type="checkbox"/> Johnson | <input type="checkbox"/> Treutlen | <input type="checkbox"/> Colquitt | <input type="checkbox"/> Mitchell |
| <input type="checkbox"/> Dade | <input type="checkbox"/> Polk | <input type="checkbox"/> Laurens | <input type="checkbox"/> Wheeler | <input type="checkbox"/> Decatur | <input type="checkbox"/> Seminole |
| <input type="checkbox"/> Floyd | <input type="checkbox"/> Walker | <input type="checkbox"/> Montgomery | <input type="checkbox"/> Wilcox | <input type="checkbox"/> Dougherty | <input type="checkbox"/> Terrell |
| District 1-2 North GA (Dalton) | | District 5-2 North Central (Macon) | | District 9-1 Coastal (Savannah) | |
| <input type="checkbox"/> All Counties | | <input type="checkbox"/> All Counties | <input type="checkbox"/> Jones | <input type="checkbox"/> All Counties | |
| <input type="checkbox"/> Cherokee | <input type="checkbox"/> Murray | <input type="checkbox"/> Baldwin | <input type="checkbox"/> Monroe | <input type="checkbox"/> Bryan | <input type="checkbox"/> Glynn |
| <input type="checkbox"/> Fannin | <input type="checkbox"/> Pickens | <input type="checkbox"/> Bibb | <input type="checkbox"/> Peach | <input type="checkbox"/> Camden | <input type="checkbox"/> Liberty |
| <input type="checkbox"/> Gilmer | <input type="checkbox"/> Whitfield | <input type="checkbox"/> Crawford | <input type="checkbox"/> Putnam | <input type="checkbox"/> Chatham | <input type="checkbox"/> Long |
| District 2 North (Gainesville) | | District 6 East Central (Augusta) | | District 9-2 Southeast (Waycross) | |
| <input type="checkbox"/> All Counties | | <input type="checkbox"/> All Counties | <input type="checkbox"/> Lincoln | <input type="checkbox"/> All Counties | |
| <input type="checkbox"/> Banks | <input type="checkbox"/> Lumpkin | <input type="checkbox"/> Burke | <input type="checkbox"/> McDuffie | <input type="checkbox"/> Appling | <input type="checkbox"/> Coffee |
| <input type="checkbox"/> Dawson | <input type="checkbox"/> Rabun | <input type="checkbox"/> Columbia | <input type="checkbox"/> Richmond | <input type="checkbox"/> Atkinson | <input type="checkbox"/> Evans |
| <input type="checkbox"/> Forsyth | <input type="checkbox"/> Stephens | <input type="checkbox"/> Emanuel | <input type="checkbox"/> Screven | <input type="checkbox"/> Bacon | <input type="checkbox"/> Jeff Davis |
| <input type="checkbox"/> Franklin | <input type="checkbox"/> Towns | <input type="checkbox"/> Glascock | <input type="checkbox"/> Taliaferro | <input type="checkbox"/> Brantley | <input type="checkbox"/> Pierce |
| <input type="checkbox"/> Habersham | <input type="checkbox"/> Union | <input type="checkbox"/> Jefferson | <input type="checkbox"/> Warren | <input type="checkbox"/> Bulloch | <input type="checkbox"/> Tattnell |
| <input type="checkbox"/> Hall | <input type="checkbox"/> White | <input type="checkbox"/> Jenkins | <input type="checkbox"/> Wilkes | <input type="checkbox"/> Candler | <input type="checkbox"/> Toombs |
| <input type="checkbox"/> Hart | | District 7 West Central (Columbus) | | <input type="checkbox"/> Charlton | <input type="checkbox"/> Ware |
| District 3-1 Cobb/Douglas | | All Counties | | <input type="checkbox"/> Clinch | <input type="checkbox"/> Wayne |
| <input type="checkbox"/> All Counties | | <input type="checkbox"/> Chattahoochee | <input type="checkbox"/> Quitman | District 10 Northeast (Athens) | |
| <input type="checkbox"/> Cobb | <input type="checkbox"/> Douglas | <input type="checkbox"/> Clay | <input type="checkbox"/> Randolph | All Counties | |
| District 3-2 Fulton | | <input type="checkbox"/> Crisp | <input type="checkbox"/> Schley | <input type="checkbox"/> Barrow | <input type="checkbox"/> Madison |
| <input type="checkbox"/> Fulton | | <input type="checkbox"/> Dooly | <input type="checkbox"/> Stewart | <input type="checkbox"/> Clarke | <input type="checkbox"/> Morgan |
| District 3-3 Clayton | | <input type="checkbox"/> Harris | <input type="checkbox"/> Sumter | <input type="checkbox"/> Elbert | <input type="checkbox"/> Oconee |
| <input type="checkbox"/> Clayton | | <input type="checkbox"/> Macon | <input type="checkbox"/> Talbot | <input type="checkbox"/> Greene | <input type="checkbox"/> Oglethorpe |
| District 3-4 East Metro | | <input type="checkbox"/> Marion | <input type="checkbox"/> Taylor | <input type="checkbox"/> Jackson | <input type="checkbox"/> Walton |
| <input type="checkbox"/> All Counties | | <input type="checkbox"/> Muscogee | <input type="checkbox"/> Webster | | |
| <input type="checkbox"/> Gwinnett | <input type="checkbox"/> Rockdale | District 8-1 South (Valdosta) | | | |
| <input type="checkbox"/> Newton | | All Counties | | | |
| District 3-5 DeKalb | | <input type="checkbox"/> Ben Hill | <input type="checkbox"/> Irwin | | |
| <input type="checkbox"/> DeKalb | | <input type="checkbox"/> Berrien | <input type="checkbox"/> Lanier | | |
| District 4 LaGrange | | <input type="checkbox"/> Brooks | <input type="checkbox"/> Lowndes | | |
| <input type="checkbox"/> All Counties | | <input type="checkbox"/> Cook | <input type="checkbox"/> Tift | | |
| <input type="checkbox"/> Butts | <input type="checkbox"/> Lamar | <input type="checkbox"/> Echols | <input type="checkbox"/> Turner | | |
| <input type="checkbox"/> Carroll | <input type="checkbox"/> Meriwether | | | | |
| <input type="checkbox"/> Coweta | <input type="checkbox"/> Pike | | | | |
| <input type="checkbox"/> Fayette | <input type="checkbox"/> Spalding | | | | |
| <input type="checkbox"/> Heard | <input type="checkbox"/> Troup | | | | |
| <input type="checkbox"/> Henry | <input type="checkbox"/> Upson | | | | |

Babies Can't Wait Documentation Exercise

CHILD: Jimmy Doe

DOB: 12/16/15 (12 months)

GOAL: Jimmy will eat a variety of food and use utensils to feed himself in order to participate in mealtime routines.

EARLY INTERVENTION SERVICES: Service Coordination, Occupational Therapy

On January 1, 2017, Jimmy Doe was seen in his home by his Occupational Therapist, Max A. Million from 1pm-2pm. Jimmy initially stared at the OT but then warmed up and smiled at him. During lunch, Jimmy sat in his high chair and his cousin, Katie, sat at the kitchen table. While waiting for Mom to bring lunch to the table, Katie made silly faces at Jimmy to make him laugh. Once Mom delivered lunch, she began feeding Jimmy. Max showed Mom how to use a child size fork. He also assisted Mom with hand over hand technique to help Jimmy learn how to get food onto the fork and then into his mouth. Jimmy had chicken nuggets, rice, green beans and apple sauce on his plate. However, he would only eat apple sauce. When Katie finished eating, Mom clapped for her because she ate all of her fruit. Jimmy clapped too. When Katie left the room, Mom called her name so she could clean up after herself. Jimmy looked in the direction Katie walked in and vocalized toward her. After lunch, Max demonstrated for Mom how to support Jimmy sitting on the floor using her hands or a boppy pillow. While Mom supported Jimmy, he was able to roll a ball back and forth with Katie.

Goal for next visit: Mom will encourage Jimmy to use the child fork and give him assistance in putting food on the fork and then into his mouth. Next session, Jimmy will work on improving his ability to put objects into a container.

BABIES CAN'T WAIT SERVICE PROVIDER DOCUMENTATION EXERCISE

Use the details above to complete the chart below. Activity notes will reflect the visit and is not a copy & paste of the narrative from above, **This form is PDF-fillable.**

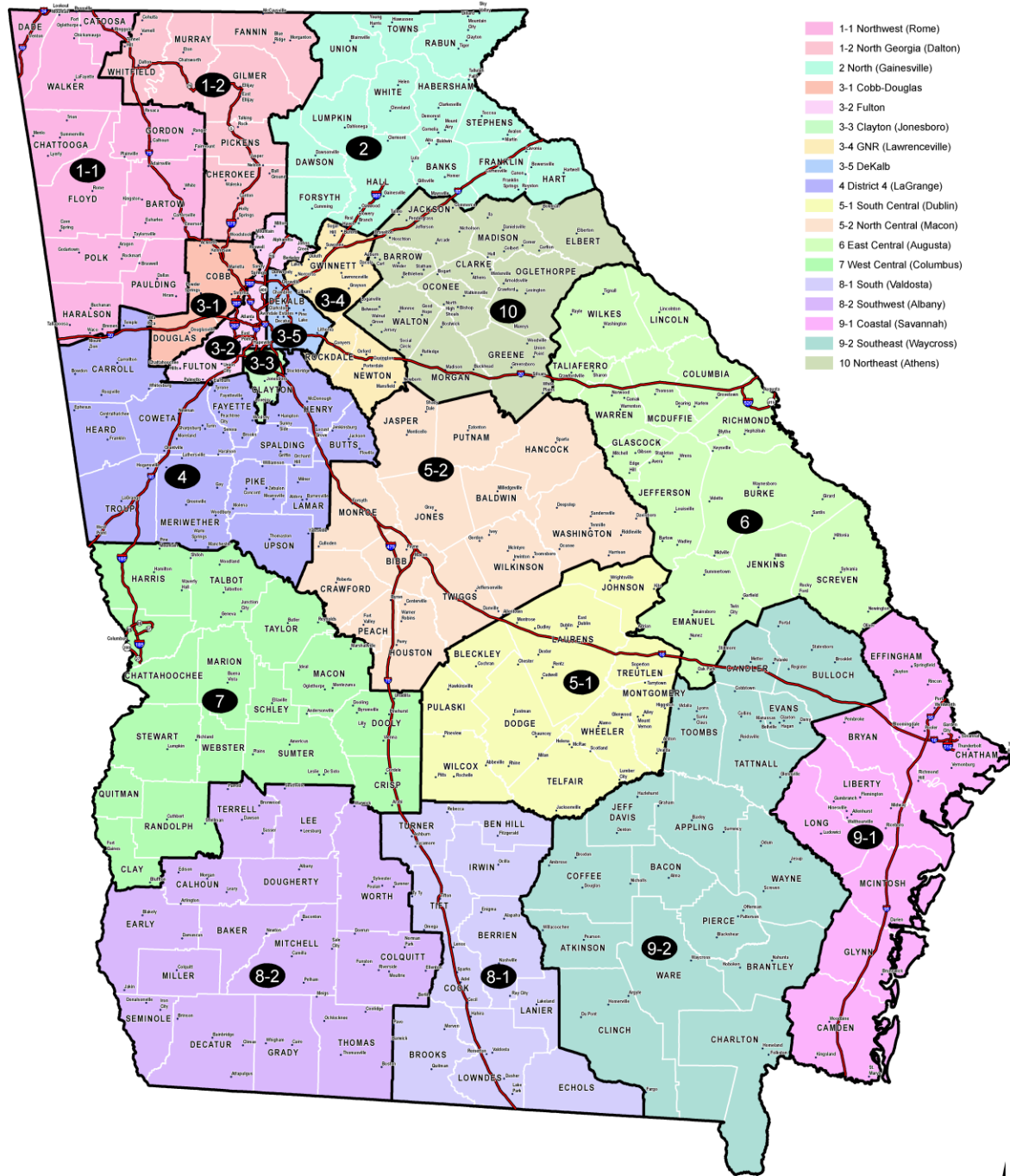
Date of Service _____

Child name _____

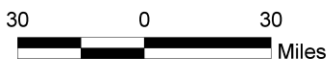
Service Provider _____ Specialty _____

| Date | Service Location | Contact type | Activity Note |
|---------------------------------------|---|---|---------------|
| _____ Time Spent: _____ | <input type="checkbox"/> Home <input type="checkbox"/> Child Care <input type="checkbox"/> Clinic <input type="checkbox"/> Other | <input type="checkbox"/> Face to Face <input type="checkbox"/> Phone <input type="checkbox"/> Other | |

Public Health Districts



Office of Health Indicators for Planning (OHIP)
Georgia Department of Public Health



Created: October, 2014
Source: Department of Public Health
Projection: Georgia Statewide Lambert Conformal Conic