

2026 Early Intervention & Children and Youth with Special Health Care Needs (CYSHCN) Statewide Meeting

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Full Releases FR2 & FR3

Full Release 2 (FR2) Top Highlights

Services Panel Consolidation

- The Service Information, Service Delivery, and Service Details panels are now combined into a single panel called **Service Information**.

Left Side Action Button

- Action buttons have been moved to the left side across most of the system

Deleting Draft IFSPs

- Reintroduces the delete option for Draft IFSPs.
- Validations were added to prevent canceling (deleting) a Draft IFSP if it has been previously unlocked.
- If a user attempts to cancel (delete) an unlocked IFSP, the system will display the following error message: *'This IFSP was unlocked and cannot be canceled.'* and will prevent it from being deleted.

Editing Closed IFSP

- MuniProgAllNY will be able to edit closed IFSPs. MuniProgAllNY users should reference the [Editing Closed IFSP Guidance](#) that will be distributed by the Bureau of Early Intervention.

Full Release 3 (FR3) Amendment IFSP

Service Authorization (SA) Numbers

- **Modified SA will keep the same SA number.**
 - Because SA numbers do not change, scripts will not need to be relinked
- **New SA will receive a new number.**

Reapproval

- **Services that are not changed as part of the amendment will not require reapproval.**
- If a service is changed, approval will be required

IFSP Panels

- **All IFSP panels will copy forward when creating an amendment,** except the IFSP Meeting and Parent Agreement panels.

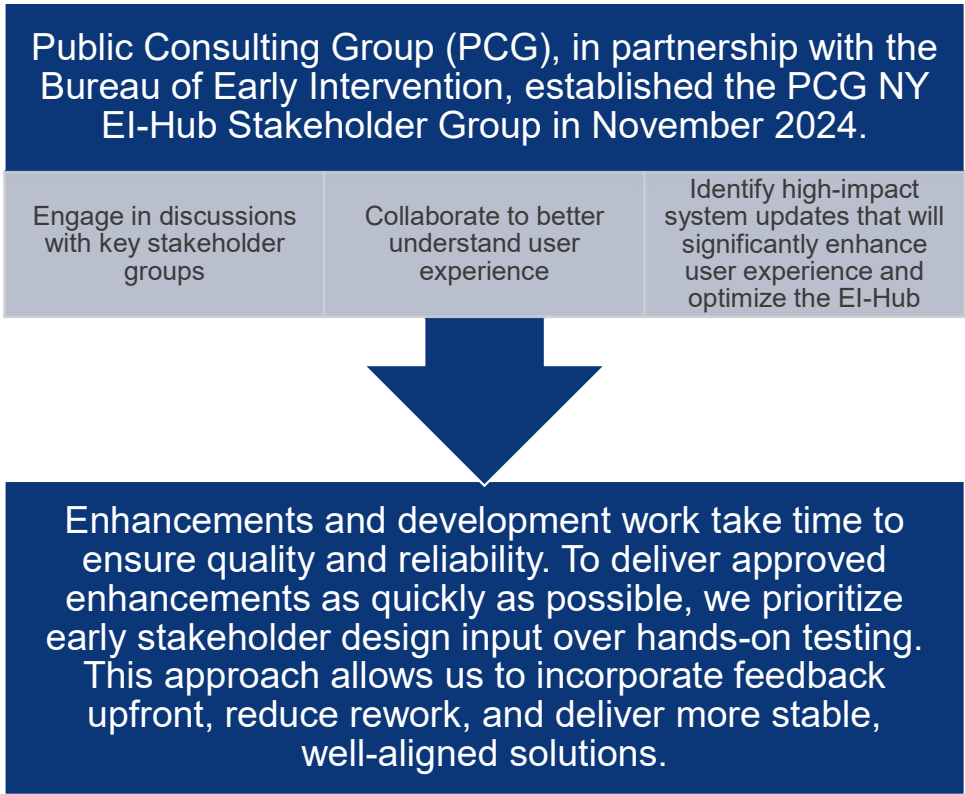
IFSP start/end dates

- **Will remain unchanged during the amendment process.**

Transition Panel Consolidation

Enhancements & User Engagement

Enhancements & User Engagement



| |
|---|
| Top Completed / In-Progress Enhancements |
| Expanded Role Capabilities |
| Editing Closed IFSPs |
| Panel Consolidation |
| Amendments |



IFSP Functionality

Editing Active IFSPs

- Most Active IFSP issues can be resolved by editing (unlocking) or adding a new entry, as long as IFSP dates and service dates remain aligned
- **Beyond IFSP Period Edits** - IFSP validations require IFSP dates to align with service dates
- **Cancellation & Deletion**
 - **Out-of-Sequence Error**
 - Delete removed due to **accidental cancellation/deletion** of active IFSPs
 - Guidance has since discouraged users creating IFSP drafts too far in advance or contact PCG to delete
 - **FR2 Update** will allow for the draft to be canceled/deleted and will have validation for preventing cancellation when active SAs on an IFSP are detected
 - Alternatively, if an active IFSP requires editing, users can wait until the Active IFSP closes to edit

Editing Closed IFSPs

- Most Closed IFSP issues can be resolved by editing or adding a new entry, as long as IFSP dates and service dates remain aligned
- Current limitations exist for editing certain **complex closed IFSP scenarios** (e.g., premature exits, transfers, overridden IFSPs), due to potential implications
- **Beyond IFSP Period Edits** - IFSP validations require IFSP dates to align with service dates
- **Cancellation & Deletion**
 - **Out-of-Sequence Error**
 - Delete removed due to **accidental cancellation/deletion** of active IFSPs
 - Guidance has since discouraged users creating IFSP drafts too far in advance or contact PCG to delete
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 - Alternatively, if an active IFSP requires editing, users can wait until the Active IFSP closes to edit

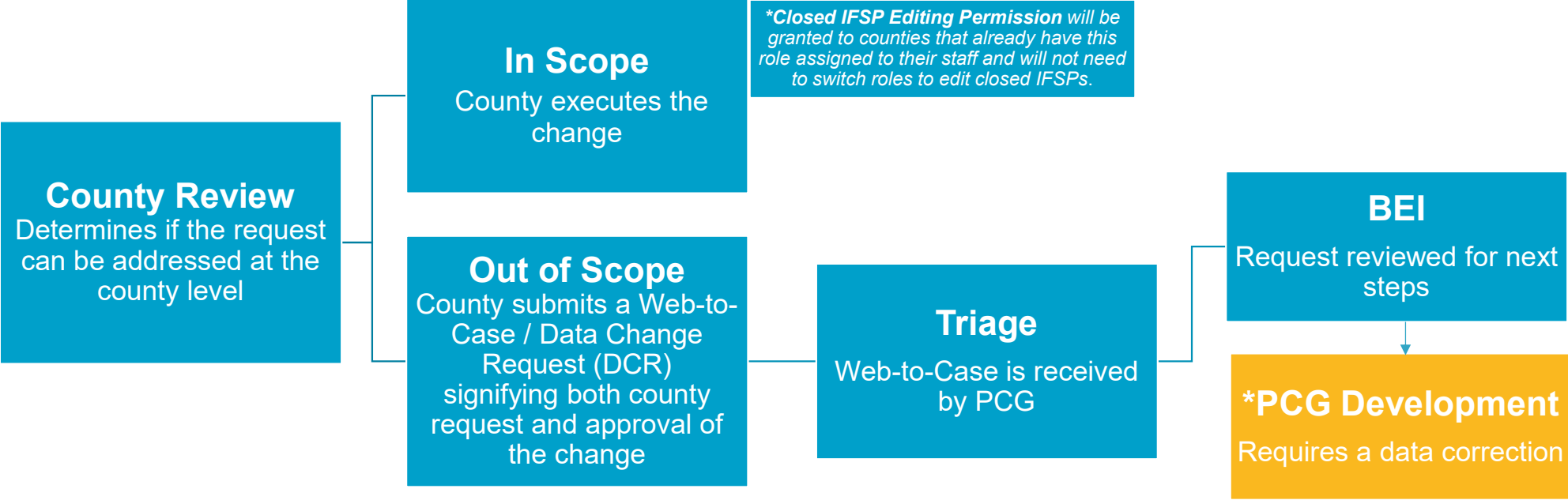
County Preparation – Editing Closed IFSP

County Responsibility

Counties will be responsible for developing an internal process for intaking, tracking, approving, documenting, and completing edits that can be made by counties. Edits which require BEI or PCG support may be submitted using Web-to-Case and attaching a Data Change Request (DCR).

County Process for Editing Closed IFSPs

County receives a correction request: A provider, service coordinator (internal/external), or other county staff will request to correct a closed IFSP.



Survey Template

- **Optional Tool** to help support counties by gathering helpful information from providers and understanding volume
 - Optionally, this template can be entered into a survey tool
 - Questions are optional just suggested
 - The document with survey questions and a communication template will be sent to counties

Provider Survey: Estimated Requests to Edit Closed IFSPs

The next EI-Hub system update will enable functionality to edit closed **Individualized Family Service Plans (IFSPs)**. The purpose of this survey is to estimate the **volume, age, and type of requests** you anticipate submitting once this functionality is live.

Please base your responses on your **best estimate** using unpaid claims and known IFSP issues.

Q1. Approximately how many IFSPs do you estimate will require edits once functionality is available?

- 1-5 IFSPs
- 6-10 IFSPs
- 11-25 IFSPs
- 26-50 IFSPs
- 51-100 IFSPs
- More than 100 IFSPs
- Unknown

Q2. Approximately what percentage of these IFSPs are related to children in an exited status?

- 0-10%
- 11-25%
- 26-50%
- 51-75%
- 76-100%
- Unable to estimate

Closed IFSP Correction Request + Data Correction Form (DCR) Combined

- *A universal form was designed in response to counties voicing a strong desire to have a standardized form and developed in collaboration and with key stakeholders. The form was designed to streamline the collection of necessary information Counties, BEI, and PCG will need to approve and correct requests.*
- **The form will be required; however, two versions will be available:**
 - Excel
 - *Recommended** - Includes dropdowns and conditional formatting, and highlighted required fields based on issue type
 - Streamlined efficiency, multiple children and requests can be made in one spreadsheet vs multiple pages of PDF
 - PDF
- **After the meeting you will receive access to the form and additional feedback can be directed to NYSACHO for consideration**

County Preparation – Other Considerations

- **Intake & Tracking:** Process for tracking all requests tracking intake to resolution
 - Intake
 - Status Updates
 - Pending
 - Follow-up required
 - Returned
 - Closed
 - Link to form for reference
- **Prioritization**
 - Oldest to newest
 - Guidance for older claims regarding lifting requirements will be given prior to functionality release
 - **Dates of service after July 1st 2024**

Questions?