

Milestone Payments

Quick Reference Guide

April 21, 2022



Who is Eligible?

Service and Program Types Include:

- Parent Education and Support – Home Visiting
- All Healthy Development programs providing direct services.

Please note: These slides provide an overview of Milestone Payments. See [Exhibit D](#) of the Service Provider Manual for full details.



Why Milestone Payments?

The idea of the Milestones is to procure for shown outcomes. Ready by Five seeks to show improvement with increasing:

- ✓ Services that are reaching and successfully engaging our most vulnerable families
- ✓ The frequency in which young children are screened to identify developmental concerns early
- ✓ The number of children successfully connected with early intervention services
- ✓ Babies born at a healthy birthweight
- ✓ Referrals to address environmental home hazards are successful

As a measure is achieved, the Service Provider qualifies for additional payment according to the payment schedule outlined in the Agreement.

First Steps Kent will make payments up to a maximum amount of 2% of the annual amount allocated for Fee-for-Service billings in Eligibility Period

Additional data submittal for Milestone payment is not necessary as it is included in the monthly data submission sent to the Kent County Health Department.



Reaching and Engaging Vulnerable Families

Engagement of expecting mothers or children through 5 years of age and <200% FPL, defined after three expected visits completed in first three months of service.

- Family must have at least one child through the age of 5.
- Family must have an annual household income at or below 200% Federal Poverty Level (FPL).
- Enrollment will be counted after, regardless of home visiting model or program, at least three expected visits have been completed in the first three months.
- Individuals must be consistently enrolled in the program for a minimum of three months to qualify for this payment.

Data Fields to Confirm

- Demographic File:
 - Record ID
 - Child DOB
 - Number of Household Members
 - Household Income Range or Household Income
- Service File:
 - Encounter Date
 - Service Type
 - Encounter Type
- Payment per achievement: \$40 per household

Screenings to Identify Developmental Concerns

- Developmental screening rate of at least 1 ASQ-3 and 1 ASQ:SE-2 for children at or through age 5, up to a maximum based on child's age
- In order to be eligible to receive any bonus amount for this metric, a provider must complete at least 1 ASQ-3 and 1 ASQ:SE-2 for an enrolled child at or through the age of 5.
- FSK reserves the right to not pay a bonus for multiple screens completed if screens completed were not in accordance with recommended intervals as defined in the grid.

Data Fields to Confirm:

- Demographic File
 - Record ID
 - Child Date of Birth
- Services File
 - Encounter Date
 - Developmental Screening Field 1 coded as "1", "2" or "3"
 - Developmental Screening Field 2 coded as "1-8"
 - Developmental Screening Field 3 completed as applicable

- Payment per achievement: \$30 per child

Age of Child	ASQ Type	Recommended Frequency of Screens	Minimum Screens to be Eligible	Maximum Screens Eligible for Payment Per year
0 – 24 months	ASQ-3	1 per 3 months	1	4
0 – 24 months	ASQ:SE-2	1 per 6 months	1	2
25 – 48 months	ASQ-3	1 per 6 months	1	2
25 – 48 months	ASQ:SE-2	1 per 6 months	1	2
49 – 60 months	ASQ-3	1 per 12 months	1	1
49 – 60 months	ASQ:SE-2	1 per 12 months	1	1

Referrals to Address Developmental Concerns

Number of referrals successfully completed to early intervention developmental services (if demonstrated need)

- Child ages 0 – 5 has an ASQ-3 or ASQ:SE-2 encouraged.
- If ASQ score is completed, provider must demonstrate that a child's ASQ-3 and/or ASQ:SE-2 score is below a cutoff or has documentation that a child requires further assessment from a professional. (Note: this will be included in child case note documentation and not submitted to FSK)
- The ASQ screening is not mandatory, the need for a referral to early intervention services may be identified by a caregiver or physician.
- Provider must take action to refer the child to additional assessments from a professional (e.g., hearing screen, vision screen, behavioral screen, community agency, or early intervention/early childhood special education).
- Evidence that an individual takes up services to indicate that referral was completed successfully is required.

Data Fields to Confirm:

- Demographic File
 - Record ID
- Services File
 - Encounter Date
 - Developmental Screening Field 1 coded as "1", "2" or "3"
 - Developmental Screening Field 2 coded as "1-8"
 - Developmental Screening Field 3 completed as applicable
- Referral File
 - Referral Type (must show as referral being complete as a "1" or a "5".)
 - Referral Category: Code "6" in the Early Childhood Education and Early Intervention field
- Payment per achievement: \$170 per child



Adequate Prenatal Care

Mother Record ID	Child Record ID	Dates of Prenatal Visits			
65498	65479	3/1/2022	2/23/2022	2/14/2022	2/8/2022 1
SAMPLE SUBMISSION					

Expecting mothers receive adequate prenatal care,

This can mean that the expecting mother receives “adequate” or “adequate plus” prenatal care defined as:

- prenatal care begun by the 4th month of pregnancy (initiation before or after 17 weeks of pregnancy) -and-
- 80% or more of recommended visits have been received.

For expecting mothers enrolled prior to the 4th month of pregnancy, the initiation of prenatal care must begin by the 4th month of pregnancy.

This definition is based on the Kotelchuck Index. For more information visit:

- https://www.mchlibrary.org/databases/HSNRCPDFs/Overview_APCUIndex.pdf
- <https://www.shepscenter.unc.edu/wp-content/uploads/2013/05/Appendix-D-Criteria-for-the-Kotelchuck-Index.pdf>

Data Fields to Confirm:

- **Demographic File**
 - Record ID Mother
 - Record ID Child
 - Child Date of Birth
- **Services File**
 - Weeks Pregnant Upon Intake
 - Date of First Prenatal Visit
 - Number of Prenatal Visits Prior to Enrollment

One exception here! The information on prenatal visits is not requested in the monthly data submission. With the invoice submit a full list of dates recording all prenatal visits for the Record ID of the Mother and Child who meet this achievement. (See Sample Submission)

Payment per achievement: \$260 per child

Please note: Program may not invoice for both child and mother. In the case of multiples (i.e., twins), only one achievement per birth can be invoiced.

Referrals to Address Environmental Home Hazards

Number of referrals successfully completed for families at-risk of environmental hazard to remediation services or other supports

- Provider must demonstrate that the child is at risk of lead, asthma, or another home-based environmental hazard. (Note: this will be included in child case note documentation and not submitted to FSK)
- Provider must take action to refer child to additional assessments from a professional (e.g., lead risk assessment, BLL screen) and connect to support services to ensure home hazard is addressed. Services include those such as case management or lead remediation services provided by community or government agencies.
- Evidence that an individual takes up services to indicate that referral was completed successfully is required.

Data Fields to Confirm:

- Demographic File
 - Record ID
 - Child Date of Birth
- Services File
 - Encounter Date
 - Encounter Contact Type coded as “7”
- Referral File
 - Referral Type (must show as referral being complete as a “1” or a “5”.)
 - Referral Category: Behavioral and Physical Health Needs, coded as “8”, “11”, or “12” (see Data Definition Codebook for full details)
- Payment per achievement: \$130



Common Questions

- What can funds be used for?
 - These funds are available for improving program quality or capacity.
 - Examples of use: professional development or training, outreach, program supplies.
 - May only be used within the program that archived the milestone.
 - Cannot be used to purchase equipment or provide staff bonus payments.
- What are the deadlines to submit for Milestone payments?

Reporting Period for Each Year	Milestone Invoices due on or before:
January 1 – March 31	April 10
April 1 – June 30	July 10
July 1 – September 30	October 10
October 1 – December 31	January 10



Common Questions

- Can I invoice for metrics achieved in a previous Quarter? (e.g., include Q1 in with the milestone invoice submitted for Q2.)
 - Yes. Be sure the quantity and record ID # are submitted for the respective quarter in which they were achieved in the template.
- Can I invoice for individuals enrolled in 2021 for metrics that are accomplished in FY 2022?
 - Yes, as long as the required information was submitted in the monthly data file submission in 2021.
- As far as the, “referral to address developmental concerns” milestone, would a referral to Head Start or a home visiting program qualify?
 - The referral must be to an agency where a child can be fully assessed for the developmental concern identified. Any program that will provide assessment and intervention for a developmental concerns will qualify as a referral.

Submitting for Milestone Payments

The template has been sent to your Financial Contact.



This Milestone Payment template is submitted by uploading to the Attachment Section in e-CImpact.

This is a voluntary component of your contract and not required.

Your program may apply for any of the Metrics that apply to your program (there will likely be one that fits better than others)

With invoice provide:

- The number of individuals who qualify for achievement (there are 6 in the example here) and
- All Record IDs for the individuals who qualify for the metric (there would be six record IDs provided in this scenario).

QUARTERLY MILESTONE REIMBURSEMENT REQUEST TEMPLATE					
READY BY FIVE EARLY CHILDHOOD MILLAGE SERVICE PROGRAMS					
SERVICE PROVIDER: Service Partner		 			
Supported by the Kent County Ready by Five Millage.					
Q1	January - March, 2022				
SERVICE	METRIC ACHIEVEMENT	Quantity	Unit price*	AMOUNT	Record ID #s
Healthy Development	Engagement of expecting mothers or children 5 years and under who live in families with annual incomes at or below 200% of the Federal Poverty Level, after at least three visits completed in first three months.	6	\$ 40	240.00	2365-6948-7416-9365-7856-3914
Healthy Development	Developmental screening defined as completion per child under the age of 6 of at least 1 ASQ-3 and 1 ASQ:SE-2		\$ 30	-	
Healthy Development	Number of referrals successfully completed, defined as the number of children referred to early intervention developmental services with demonstrated need who take up services		\$ 170	-	
Healthy Development	Expecting mothers receive adequate prenatal care child, defined as initiation of prenatal care before the fourth month of pregnancy and 80% or more of recommended visits have been received		\$ 260	-	
Healthy Development	An identified home environmental hazard's successful referral, defined as family at-risk of environmental hazard referred to home remediation services or other supports to remedy environmental hazards in the home and who take up services.		\$ 130	-	
Total Q1 Milestone Reimbursement Due				240.00	

