

**NOVA SCOTIA EARLY CHILDHOOD
DEVELOPMENT INTERVENTION SERVICES**



NSECDis

**Annual Report
2017-18**

Our Mission



Working together to support families of young children with developmental delays.

Our Work



NS Early Childhood Development Intervention Services (NSECDIS) provide province-wide specialized services to families of young children between birth and school entry, who either have a biological risk for or a diagnosis of, developmental delay. Consultation, information, support, and services designed to meet the individual needs of each child and family are delivered in the child's home and may extend to community based programs. Services emphasize the enhancement of skills and abilities through planned interactions to promote child development and family capacity building.

NS Early Childhood Development Intervention Services are offered in 8 regions across the province within 27 locations.

Our Core Services



- Child Development Support
- Family Support & Capacity Building
- Case Coordination & Partnerships
- Transition Support

Our Beliefs



- Children learn best in their natural environments where skills can be repeated and practiced daily within routines.
- Families have the strongest influence on their child's development.
- Positive change occurs within responsive caring relationships.
- Everyone has potential and it is their unique strengths and capabilities that will determine their evolving story.
- Effective change is a collaborative, inclusive and active process.

Message from Our Chair



As I conclude my first year in the role of Chair of the Board of Directors, I can't help but to reflect back to the overall accomplishments of this organization as we all strive for an optimal coordinated service delivery approach for families with young children with developmental delays. NSECDIS has certainly strengthened our reach across the province since 2015 with a standardized caseload management system. Families are now better able to access early intervention programs wherever they live in Nova Scotia, resulting in better outcomes for children and families. Well done everyone! This past year, the overall focus of the Board of Directors has been on setting up systems to ensure consistency of program delivery, enhancing key relationships to increase our reach to under-served communities, and analyzing our financials through the transition and carrying out long term financial planning.

We will be finalizing the upcoming 3 Year Service Agreement with the Department of Education and Early Childhood Development this summer. We must continue to improve operational efficiencies to meet budgetary challenges to ensure our organization remains on a solid financial foundation, now and into the future. We also continue to negotiate a collective agreement with CUPE Local 5054. As an organization we financially committed to a Client Relationship Management (CRM) system that is used to manage and analyze interactions and data throughout the child's care pathway with NSECDIS. The CRM system has been designed to compile information across different channels for improved record keeping and reporting. The system has been rolled out, staff have been trained and support documents are being developed to support staff usage of the system. Not surprisingly, whenever a system of this size in scope is implemented, there are bound to be areas of the program that need to be improved and streamlined. The Board of Directors are very confident this system will provide valuable on-time data for reporting and caseload planning.

The Board is pleased that NSECDIS is working to improve access for our under-served families (First Nations, Acadian/francophones, African Nova Scotians and new Immigrant families). We need to ensure our programs are culturally and socially inclusive. Funding provided through the Federal-Provincial Bilateral Agreement for three DI positions has been received and will be renewed in the 2019-20 fiscal year. This funding will go to:

- Renew 1 FTE French DI position for two years (previously funded through the now completed Office of Acadian Affairs funding);
- A new FTE Arabic speaking DI position for two years;
- 1 part-time DI position to serve the African NS community in North & East Preston;
- 1 part-time DI position to serve Millbrook First Nations community.

NSECDIS continues to work on Program Development to ensure program quality and consistency province wide. The *Programming & Documentation Working Group* have been putting forth great effort to develop the new NSECDIS Programming Model. Our Program Standards, Procedures and Tools are being formalized into a comprehensive document for easy reference. To continue with ensuring consistency and quality in program delivery, our Foundational Training Modules will be implemented this upcoming year for all programming staff.

The Board extends a big thank you to management and staff under the direction of Patty Monaghan for all the work that has been accomplished this year. Our journey will continue with skilled and dedicated staff; and we wish to acknowledge your continued commitment to NSECDIS and the families we serve.

Finally, on behalf of the Board of Directors, we thank Dr. Gerard Kysela, Past-Chair, for his dedication, expertise and countless volunteer hours to early intervention in Nova Scotia over the past three years. The Board of Directors and NSECDIS will miss his enthusiasm and determination. We wish Gerry all the best in his next adventure but we are certain that he will continue to advocate for children and families. We look forward to working collaboratively with our provincial government, our strategic partners and with CUPE as we strive to better service families throughout Nova Scotia.

Respectfully submitted by Beverley Cooke, Chair

Message from Our Executive Director

We are entering an exciting next stage of our provincial early intervention program transformation. In this upcoming year we will now focus on the heart of our service - *our programming practice*.



The past few years have involved the development of various important systems:

- financial
- administrative
- human resource
- caseload management
- communications and
- information technology systems

This foundational work has brought our individual early intervention programs together into one unified provincial organization. Our next stage now moves us further towards strengthening our services and improving program consistency.

Over the past two years our *Programming and Documentation Working Group* have dedicated many hours of hard work to the development of our NSECDIS programming model, along with the development of many tools and programming documents that will help to support the implementation of the model in Nova Scotia. Our ECIANS Advisory Committee have also been working very hard to develop a comprehensive resource on *Core Competencies for Developmental Interventionist in Nova Scotia*. Together all of this information has helped to shape our *NSECDIS Foundational Training Framework*. Over the coming year all of our Developmental Interventionists will be going through specific training within their regions on the Core Competencies and the new NSECDIS programming model and tools.

It is exciting to see the culmination of all of the strategic hard work over the past few years as it takes us to this important next stage. We look forward to also working collaboratively with our Family Advisory Committee as we continue to seek their input on the new model and tools. And we look forward to strengthening our community partnerships as our partner agencies work with us on the development of the Foundational Training modules, sharing their input and expertise during the development phase and allowing all of us to gain a better understanding of each other's roles.

It will be a busy year ahead, but one that brings our services together in very important ways. We also look forward to our continued involvement in some key partnership projects over the coming year:

- The Pyramid Model Project where we participate as part of the Leadership Team leading the development of a sustainable infrastructure to implement the Pyramid Model, a system of professional development practices for ECEs that address the social emotional needs of NS children (birth - 5) and their families. Our Regional Directors are also being trained as Master Cadre Trainers for the project.
- The ASD Early Intervention Framework project, where we are partnering with Autism NS, NSHSC, IWK and NSHA in the development of a pilot project that will integrate an early intervention program into a cross community, cross disciplinary, collaborative delivery framework that compliments the continuum of care for children with suspected, provisional or confirmed ASD and their families. This project is in the development stage where potential program models are currently being evaluated.

I would like to take this opportunity to thank our dedicated and talented staff for all of their hard work over the past year. We especially thank-you for your patience during the transition to the new CRM system. I would also like to thank our Regional Directors for their tremendous work bringing the new systems all together for their teams and to our Central Office staff (Michele & Lori-Ann) for keeping everything on track and running smoothly with their many wonderful skills.

I also wish to thank our Board of Directors for their commitment of time and talent, a special thank-you to Dr. Gerry Kysela who is leaving us this year. His contributions to early intervention and his role in advocating for families in Nova Scotia have been very important in shaping our services today. A thank-you as well, to the NS Government and the Department of Education & Early Childhood Development for their ongoing commitment and support to early childhood development intervention services and last but not most certainly not least, an important thank-you to our NSECDIS families for the privilege of being invited into their homes everyday as we work together to support young children with developmental delays in Nova Scotia.

Respectfully submitted by Patricia Monaghan, Executive Director

The Year in Review

April 1, 2017 - March 31, 2018

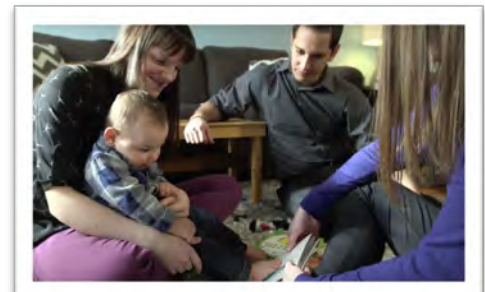


The Year in Review...



1508 Children and families were being served as of March 31st, 2018. An increase of 10.4% since March 2017.

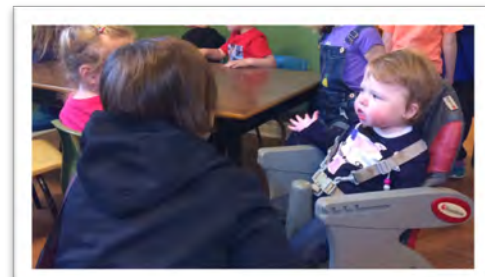
1592 new referrals were received throughout the year. An increase of 10% since March 2017.



14,130 hours of home visits were provided to families. An increase of 20% since March 2017.

1513 hours of Intake Home visits were provided to new families.

3131 hours of phone consultations were carried out with families.



4520 hours of community consultations were provided.

900 hours of clinic appointments were attended by NSECDIS staff.

3199 hours of team meetings took place



1369 hours of playgroups were facilitated for children and families.

161 hours of family events were facilitated by NSECDIS staff.

867 hours of public relation activities took place to spread awareness of NSECDIS services

The Year in Review...



361 hours of workshop facilitation were carried out by NSECDIS staff to families and early childhood educators.

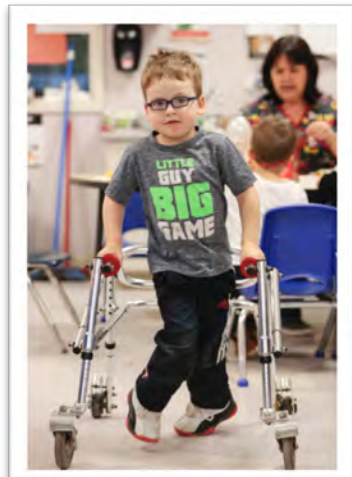
1095 hours of mentoring took place by NSECDIS staff to support students and other staff members.



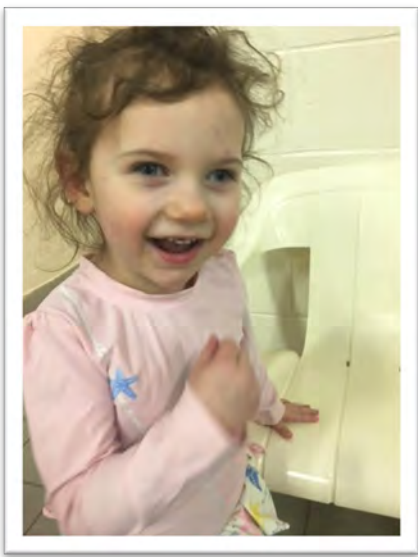
NSECDIS staff attended...

3001 hours of professional development

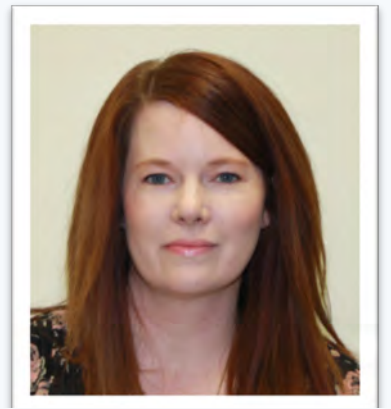
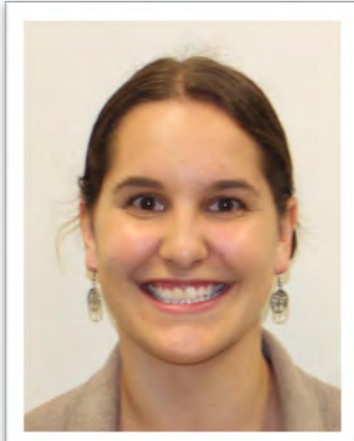
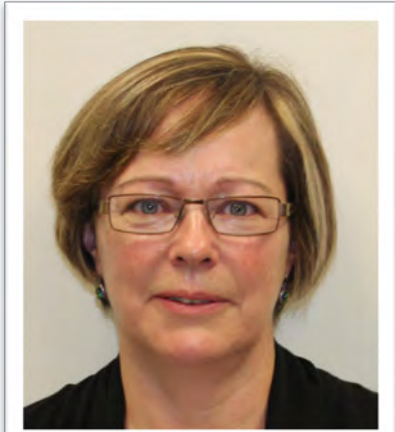
972 hours of Committee work to support community partnerships and to strengthen NSECDIS program development.

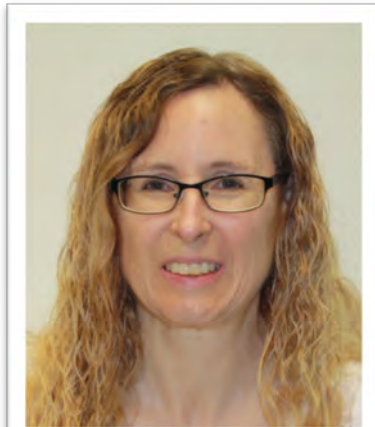
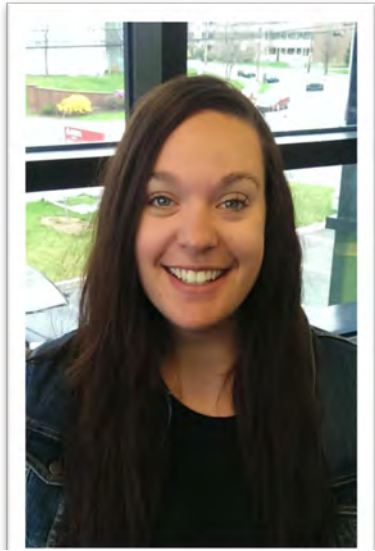


423 children transitioned into Primary in September, 2017



Some of Our Team...





Thank-you...

to our hard working, dedicated volunteers and working group members!



Programming & Documentation Working Group...

- Dr. Gerard Kysela
- Kate Jacobs
- Jen Briand
- Denise Lowe Whynot
- Ashley McNamara
- Tracy DesChamp
- Karen Gray
- Shannan Njoh
- Barb Crouse
- Jennifer Lewis
- Holly Wilson
- Joanne Eisnor
- Julia Dadds
- Paula Allen
- Courtney Verge
- Alyssa Babin
- Chloe Maclsaac
- Olivia Melnick
- Erin Jolly
- Valerie Donovan
- Patricia Monaghan

Our Board of Directors...

- Beverley Cooke, Chair
- Dr. Gerard Kysela, Past Chair
- Heather Rix, Treasurer
- Debra Sundstrom, Secretary
- Dr. Theresa Fraboni
- Shirley Shot
- Dr. Sharon Hope Irwin
- Dr. Normand Carrey
- Suzanne Saulnier
- Janean Marshall
- Barb Stoesz
- Margaret Ann Green
- Kirk Schmidt
- Bill Chisholm
- Chrissi Lynch



Joint Occupational Health & Safety

NSECDIS is committed to providing a healthy and safe work environment for all of its staff members. When NSECDIS formed as a new organization, we inherited many effective safety procedures that had already been established in various locations across the province. An Occupational Health & Safety (OHS) Working Group was formed to bring existing procedures together and to work towards identifying what procedures were necessary provincially to ensure our staffs' ongoing health and safety.

The OHS Working Group has now wrapped up its work, having completed a very solid foundation for the formation of the Joint Occupational Health and Safety Committee. We want to acknowledge and compliment the OHS Working Group for all their hard work. This was a very active and committed group for two years. **THANK YOU!**

On April 25th, 2018, the Joint Occupational Health and Safety Committee (JOHS) was formed. The JOHS Committee represents staff and management of NSECDIS and is accountable to the Board of Directors as a whole.

The Committee will be responsible to keep the Regional offices informed of our purpose and will help identify unsafe and unhealthy standards of work, conditions and practices to their Regional Directors. The Committee will act as an advisory group to the Board of Directors for the improvement of health and safety in the workplace, and provide the Board of Directors with advice on workplace health and safety policies and programs.

Joint Occupational Health and Safety Committee 2018 - 2020:

Employee Representatives

Maria Babin-Cleary - CSAP Region
Meaghan Forster Raymond - Tri-County Region
Gayle Graham - Annapolis Valley Region
Tammy MacPhee - Cape Breton Victoria Region
Karen Roberts - Strait Region
Tina Rose - Chignecto Central Region
Lisa Smith - Chignecto Central Region

Management Representatives

Erin Jolly - Chignecto Central
Patti Kent - Halifax Region
Denise Lowe Whynot - South Shore
Patricia Monaghan - Central Office
Shirley Shot - NSECDIS Board Representative



Safety is everyone's
responsibility

Report from our Treasurer

This was my first fiscal year as Board Treasurer, and the third fiscal year of April 1, 2017 to March 31, 2018, for NS Early Childhood Development Intervention Services (ECDIS).

It was another busy year with work continuing on the overall operations. ECDIS continues to build a firm financial foundation to continue its mission to support families of young children with development delays.

This year's financial activities included:

- Setting up new office locations, including the move of our Halifax location to two locations (one in Halifax and one in Dartmouth), our Yarmouth location, our CSAP Regional Office, and our Antigonish location
- Continuing with the extensive set up and launch of the Client Relationship Management (CRM) system
- Preparing budgets for the upcoming new Service Agreement

Revenue

The total revenue for the fiscal year was \$ 5,051,741.

The Province of Nova Scotia through the Department of Education and Early Childhood Development provided funding of \$5,004,000 for the third and final year of the three-year Service Agreement.

We also received \$117,500 from the Department of Acadian Affairs to continue with the administration of the Francophone program.

We continued to receive donations to go towards various expenses such as Family Events and Families in Need.



Report from our Treasurer continued...

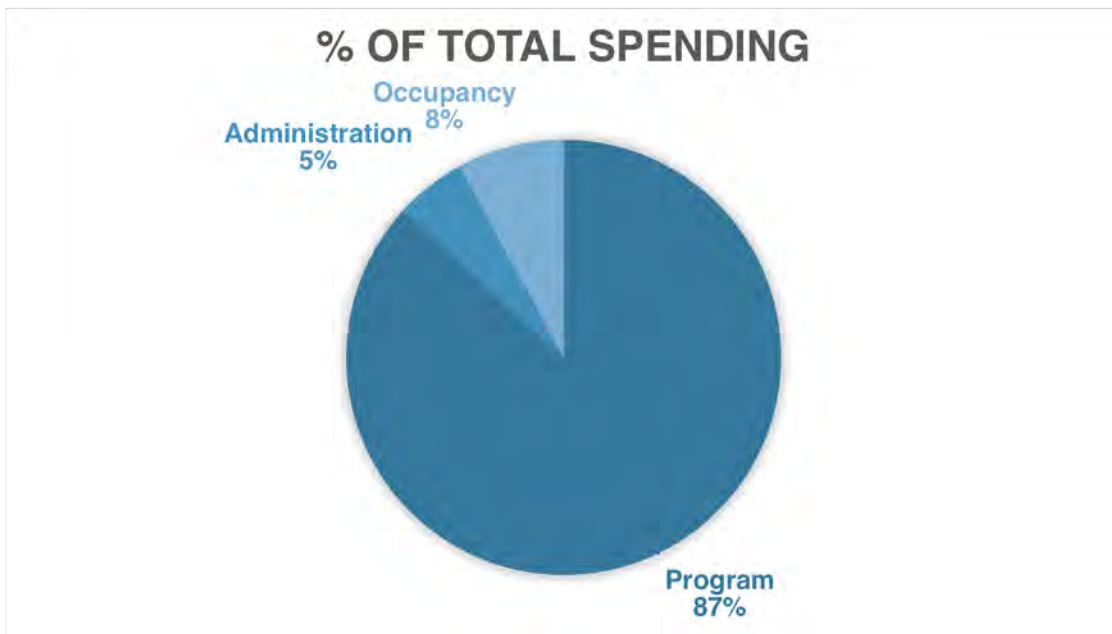
Expenses

The total expenses for the fiscal year were \$5,034,089.

Program expenses represent 87% of total spending, up slightly by 1% in 2017. This includes salaries and benefits, professional development, travel, and programming costs.

Administration expenses of 5% of total spending is down slightly by 1% from last fiscal. This includes office supplies for all locations, Board meeting costs, Directors' insurance, Central Office salaries, audit fees, and bank and payroll costs.

Occupancy expenses represent 8% of total spending, remaining consistent for the third fiscal year. This includes rent for all locations, utilities, phone and internet, maintenance, household supplies and tenant insurance.



Net Income

At the end of the fiscal year, we had a surplus of \$17,652. ECDIS has a Restricted Fund policy, and this surplus has been allocated to meet future organizational expenses.

In conclusion, I would like to thank all staff, members of the Board, the Department of Education and Early Childhood Development, and donors, for the work and support you give ECDIS, and continue to give. Also thank you to our auditor, Andrew Corkum of Andrew Corkum Accounting Services Ltd.

I look forward to serving as Treasurer in the new fiscal year of 2018-19.

Respectfully submitted by Heather Rix, Treasurer

Thank-you to our Donors...

Antigonish Farmers' Mutual Insurance Co
Bonvie MacDonald Rinks to Links
Cecile Comeau
CIBC Children's Foundation
Debra Sundstrom
Dr. John Chiasson and Mrs. Barbara MacGregor
Early Intervention Association of Nova Scotia
Enterprise Holdings
Fred and Edith Greene Foundation
Geoff Goss
Halifax Antique Car Club
Halifax Progress Club Charitable Foundation
Halifax Protestant Infants' Foundation
Harold Nichols
Jim Peters
Lena Stewart
Michelin
Nigel and Pauline Kemp
Northern Pulp Nova Scotia Corporation employees
Parsons Investments Limited
Paul Madison
Pictou County Antique Car Club
Russell Investments
Sandra Hamm
Stephen Anthony
Terry McNutt, Reg McNutt Autobody
Truckers' Association of Nova Scotia
United Way of Halifax
United Way/Centraide Central NB





NSECDIS

