



Technical Assistance Bulletin

TO: WV Birth to Three Payees, Practitioners, and Service Coordinators
WV Birth to Three Regional Administrative Units

FROM: Mel Woodcock, CSPD and Policy Coordinator
WV Birth to Three

DATE: **December 15, 2008**

ISSUE: **WV Birth to Three Training and Technical Assistance System Updates -
Minimum Registration Required and Contact Hour Changes**

Minimum Participant Registration Required

Effective immediately, WV Birth to Three will require a minimum number of registered participants in order to conduct core trainings. Participants must be registered prior to the registration cut-off date.

The following trainings will not be conducted on scheduled dates unless there are at least ten (10) registered participants:

Orientation to WV Birth to Three
Overview of WV Birth to Three Documentation
Assistive Technology for Infants and Toddlers
Principles of Practice
Team Facilitation

The following trainings will not be conducted on scheduled dates unless there are at least five (5) registered participants:

Child Outcomes Summary Tool
Transition

Contact Hour Change for Repeating Orientation to WV Birth to Three

For annual enrollments due March 1, 2009 and after, WV Birth to Three will no longer allow enrolled practitioners to repeat the Orientation to WV Birth to Three training for contact hours. Other core trainings may be repeated if needed for additional learning and professional growth. We also encourage practitioners and service coordinators to use the variety of options available for accessing annual contact hours (please reference the Documentation of Annual Professional Development Form on the BTT home page).

If you have any questions regarding this or any other Technical Assistance Bulletin, please contact me directly or your Regional Technical Assistance Specialist.