

Follow-up Questions from the Early Childhood Intervention (ECI) and Texas Early Hearing Detection and Intervention (TEHDI) Webinar on November 16, 2021

Can you provide information about how to assign new staff to the TEHDI system to receive emails, retrieve referrals and/or run reports?

For ECI programs wanting to add users or update their TEHDI contact, please reach out to [Erika Alvarez](#). While you can designate multiple users with access, the email notifications will only go to one person. We can help you identify ways to use a generic email or auto rule functions to meet the specific needs of your program.

What if I am not getting the email notifications for all referrals?

Sometimes the emails will be blocked by a firewall or go into the junk/spam folder. ECI programs are expected to log in and check the TEHDI Management Information System (TEHDI MIS) on a regularly basis, but if you find a referral you did not get an email notification for, you can reach out to [OZ Help](#) to look into the issue.

Is there a list of contacts at the ECIs that have access to MIS?

Yes, the HHSC ECI team maintains a list of TEHDI coordinators designated by each ECI program. For questions about these contacts, or to have your program contact updated, reach out to [Erika Alvarez](#).

Can private institutions also contact someone to compare numbers of babies referred in the TEHDI MIS for a specific area?

Yes, if someone is trying to compare the number of referrals in a specific area, they can reach out to [Shelly Bergeron](#).

I have always been told on the final disposition to only put if the child exits ECI or if there is no contact. My question is if the family declines, etc., can we enter that information?

In order to enter a disposition, other than *unable to contact*, you must have the parent sign the TEHDI consent form. If you were not able to contact the family, whether due to an incorrect number or address in the system or the family not answering calls or letters, you should update the disposition to *unable to contact*. For all other cases where you do not have written consent, you should not update the disposition.

I know that there is a notes section in the TEHDI MIS. Can ECI have access to that area? This would be very helpful to both ECI staff and other users (audiologist, parent advisors, etc.) who has access.

Yes, case notes are available in the TEHDI MIS for ECI users as long as they have the access rights granted in their profile. If you do not have access to the notes, please reach out to [OZ Help](#) and request rights.

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Is there an option for Final Disposition if the family enrolled in a private institution rather than ECI?

One of the recent upgrades to the TEHDI MIS included the addition of a few new disposition options. If you have written consent from the family and they have told you that they are receiving intervention services outside of ECI, you can select the *enrolled in non-Part C services* disposition.

The complete list of final dispositions in the TEHDI MIS are as follows:

Final Disposition Key

Disposition	When to Use
Enrolled in ECI	Infant enrolled in ECI with signed IFSP
Family Declined Services	ECI was not initiated or was discontinued because family declined
Enrolled in Non-Part C Services	Infant enrolled in private services instead of ECI
Not Eligible for Services	Infant not enrolled because not eligible for ECI
Unable to contact*	Unable to reach the family despite letters & phone calls
Moved Out of State	Infant not enrolled in services because family moved outside Texas

*consent form not required to choose this outcome

If a referral was missed initially, and when you see it in the system the hearing outcome is now "normal", what disposition do we use?

As long as you accepted the referral, it will automatically drop to the normal hearing category.

When entering the disposition, if client has been enrolled in ECI, do we enter the date of IFSP?

Another one of the recent upgrades to the TEHDI MIS included the option to enter dates for the enrollment, the Individualized Family Service Plan (IFSP) and exit. While ECI programs are not required to enter these dates, if you have written consent and want to add these dates, you can.

Do RDSPD programs have access to TEDHI or do we rely on ECI to notify the program of new referrals?

Some Regional Day School Programs for the Deaf (RDSPD) will have access if they have a program audiologist who serves the birth to three population providing diagnostic testing and/or hearing technology fitting and programming services. For questions about access to the TEHDI MIS, you can reach out to [OZ Help](#).

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Our RDSPD uses an online audiologist that contracts with us only a few hours a month. We contact her if we need help with something. Would she have access to the system?

The TEHDI program is open to audiologists in Texas who provide diagnostic and follow-up choices to children birth to three. For questions about access to the TEHDI MIS, you can reach out to [OZ Help](#).

Are parents/caregivers allowed to decline services for D/HH or ECI?

Yes, parents and caregivers are always allowed to accept or decline any services recommended by the team. Information about this and other parent rights can be found in the [Texas Administrative Code §350.207](#) and [Texas Administrative Code §350.209](#).

In some cases, ECI providers do not make referrals to the RDSPD for babies who are deaf and hard of hearing because they assume they can provide similar services. Are ECI providers required to refer children who are deaf or hard of hearing to the RDSPD?

[Texas Administrative Code §350.813](#) outlines the requirements for referring children who are deaf or hard of hearing to the LEA and requires ECI programs to make a referral to the LEA to participate in the eligibility determination process as part of the interdisciplinary team when an audiological assessment is provided.

If you have a concern about referrals, you should first reach out to the local ECI Program Director. If you don't know your local ECI contact or have continued concerns, please reach out to [Erika Alvarez](#).

Are ECI teams supposed to invite Parent Advisors to the IFSP meetings?

Yes, Parent Advisors must be invited to all IFSP meetings and they must get a 10-day advanced notice of each meeting. A Parent Advisor must attend the initial and all annual IFSP meetings.

Parent Advisors do not always attend the meetings for periodic reviews. If they do not attend the meeting, the service coordinator should send a copy of the IFSP to the Parent Advisor, who must review and sign the IFSP, and send a signed copy back to the service coordinator. For more information, see [Texas Administrative Code §350.1009](#).

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Sometimes, the LEA does not get a referral until transition when the child is 2.5 years old because the ECI providers decided a child with unilateral or mild hearing loss does not need to be referred. Should these children be referred to the LEA?

[Texas Administrative Code §350.813](#) outlines the requirements for referring children who are deaf or hard of hearing to the LEA and requires ECI programs to make a referral to the LEA to participate in the eligibility determination process as part of the interdisciplinary team when an audiological assessment is provided. Any child identified with any level of hearing loss must be referred to the LEA.

Collaboration between ECI programs and RDSPDs is very important for ensuring parents of children who are deaf or hard of hearing understand and have access to the services for their child. For concerns that referrals are not being made appropriately, you can reach out to the local ECI Program Director and/or [Erika Alvarez](#). To facilitate a local Meet and Greet event to bring ECI and RDSPD teams together for information sharing, increased education and collaborative discussions, reach out to [Mari Hubig](#).

What should we do if we get an out of state referral? If the ECI provider receives a referral for a child who is deaf or hard of hearing that moved to Texas from another state, how does that child get entered into the TEHDI MIS?

Referrals for children who are deaf or hard of hearing may also be made outside of the TEHDI MIS. In these cases, you should handle services as you would any other referral. Best practice would be to obtain the TEHDI consent and notify [Erika Alvarez](#), who can work with the TEHDI program to ensure these children are captured.

Is there a protocol in place for those babies born in Texas but who live in a bordering state such as New Mexico and refer on their Newborn Hearing Screening (NBHS) system?

In order to receive ECI services, the child must live in Texas. If you find the family lives in another state (and has not moved to Texas), you can reach out to [Erika Alvarez](#), who can work with the TEHDI program to remove the referral and/or make the appropriate connection with the bordering state. In some cases, you may be familiar with the EHCI program for the bordering state and are welcome to reach out to them to ensure there are no delays, but please let Erika know.