



## Access & Inclusion Model (AIM) Level 7 Additional Assistance in the Pre-School Room Information for Applicants

<b>Additional Assistance</b>	<p>A service provider, in conjunction with a parent, can apply for additional capitation where the provider considers that this is likely to be critical to ensuring a child’s participation in the ECCE programme in their pre-school setting.</p> <ul style="list-style-type: none"> <li>• Level 7 AIM is not a Special Needs Assistance (SNA) model.</li> <li>• There is no closing date for receipt of applications. AIM will be a rolling programme.</li> <li>• It is expected that only 1-1.5% of preschool age children attending ECCE services will require the highest level of supports at Level 7 AIM.</li> </ul> <p><b><i>Definition of Critical to Participation</i></b></p> <p>Services are considered critical to participation in the ECCE programme where it is reasonably agreed that a child, in the absence of those services, and taking into account other existing or available services and supports:</p> <ol style="list-style-type: none"> <li>i. Is unable to access the pre-school setting,</li> <li>ii. Is unable to commence the ECCE programme</li> <li>iii. Is unable to remain on the ECCE programme, or</li> <li>iv. Is unable to meaningfully participate in the activities provided as part of the ECCE programme</li> </ol> <p>It is further agreed that the provision of AIM supports will help to ensure that the child can access and meaningfully participate in the ECCE programme.</p> <p>To participate meaningfully, children with disability should be enabled to reach their full potential in terms of experiencing new skills, opportunities and actively engaging in social activities and interactions with their peer group.</p>
<b>Minimum Eligibility Requirements</b>	<ul style="list-style-type: none"> <li>• Service Provider is a registered pre-school setting under active DCYA contract to deliver the ECCE programme</li> <li>• Child qualifies for the 2016 ECCE programme or will qualify for the programme from the planned date of enrolment (born between 1<sup>st</sup> January 2012 and the 31<sup>st</sup> March 2014).</li> <li>• Child must be in the ECCE room availing of ECCE programme</li> <li>• Have the Informed Consent of Parent/Guardian/Carer</li> <li>• Confirmation that applicants have read the Privacy Statement and Application Guidelines</li> <li>• Be tax compliant with an up to date Tax Clearance Certificate or Tax Clearance Access Number (TCAN) and Tax Registration Number (TRN)</li> </ul>

<p><b>How to Apply</b></p>	<p><b>Complete the Level 4 Access &amp; Inclusion Profile on PIP</b></p> <ul style="list-style-type: none"> <li>• Service provider in conjunction with the parent/guardian/carer completes the on-line Level 4 Access &amp; Inclusion Profile on PIP.</li> <li>• Within the Access &amp; Inclusion Profile form, complete a Level 7 Service Request as shown in the screen-shot below.</li> <li>• Additional or supporting information can be attached where available but is not a requirement at application stage.</li> </ul> <div data-bbox="331 495 1422 707" style="border: 1px solid #ccc; padding: 5px; margin: 10px 0;"> <p style="text-align: center; color: #e91e63; font-weight: bold;">Service Requests</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Reason</th> <th style="width: 50%;">Comment</th> <th style="width: 25%;">Attachment</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Level 7</td> <td>We would like to be considered for Level 7 additional assistance in the pre-school room</td> <td style="text-align: center;"> <input type="button" value="Click here to attach a file"/> </td> </tr> <tr> <td colspan="3" style="text-align: center;"> <input type="button" value="Remove Request"/> </td> </tr> <tr> <td colspan="3"> <input checked="" type="checkbox"/> Add Registration Request                 </td> </tr> </tbody> </table> </div> <p><b>Engagement with Early Years Specialist</b></p> <p>Where an Early Years Specialist is already working with a service and parent/child, they may identify through this engagement the need for Level 7 additional support. The parent/guardian/carer would have already completed a Level 4 Access and Inclusion Profile in conjunction with the pre-school manager to access this support. In such circumstances, the recommendation for level 7 can be submitted directly by the EYS to the Pobal AIM Team.</p>	Reason	Comment	Attachment	Level 7	We would like to be considered for Level 7 additional assistance in the pre-school room	<input type="button" value="Click here to attach a file"/>	<input type="button" value="Remove Request"/>			<input checked="" type="checkbox"/> Add Registration Request		
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<p><b>Assessment</b></p>	<p><b>Early Years Specialist (Access &amp; Inclusion) Visit:</b></p> <p>All requests will require a visit to the pre-school setting by an Early Years Specialist (Access &amp; Inclusion) service with a view to identifying whether Level 7 support is needed.</p> <p>Early Years Specialists (Access &amp; Inclusion) will consider:</p> <ul style="list-style-type: none"> <li>• The completed Access &amp; Inclusion Profile;</li> <li>• Whether all other levels and supports (Levels 1 to 6) have been considered and appropriately utilised;</li> <li>• Whether additional assistance is critical to the child’s meaningful participation in the ECCE programme</li> <li>• Whether the provision of an additional capitation would result in an undesirable balance of staff and children as indicated by any National Early Years Quality Development guidelines;</li> <li>• Other expert input from Level 6 HSE Therapeutic Intervention, NCSE and City/County Childcare Committees as necessary</li> </ul> <p>The degree of Level 7 support potentially required will have regard to whether the child, in the context of the environment, has complex needs or highly complex needs.</p> <p>The Early Years Specialist makes a recommendation to the Pobal AIM Team who make a final decision on the funding to be awarded.</p>												

	<b>Complex Needs</b>	<b>Highly Complex Needs</b>
	<p>A setting can supplement their staffing by approximately <b>10 additional staff hours per week</b>.</p> <p><b>This additional assistance is</b> so that, for example, the Inclusion co-ordinator or a key worker can spend more time working directly with the child or have more non-contact time with relevant health and social care professionals involved in the child’s case.</p>	<p>A setting can supplement their staffing by approximately <b>15 additional staff hours per week</b>, thereby reducing the staff: child ratio for the full duration of the weekly ECCE service.</p> <p>This ensures there is constantly additional support available where this is critical due to, for example, monitoring of a medical condition or the need for intensive 1:1 support.</p>
<b>Capitation Amounts</b>	€130 per child, per week (maximum)	€195 per child, per week (maximum)
<b>Payment</b>	Special Allocation made against the service providers DCYA contract which will be aligned with the ECCE payment schedule.	Special Allocation made against the service providers DCYA contract which will be aligned with the ECCE payment schedule.

## Figure 1 Level 7 (Additional Assistance) Application Process - The Steps

### Pre Application

- Go through the Access & Inclusion Profile guidelines
- Parental consent to submit a request & profile through PIP

### Application

- Log onto PIP (profile forms will be available from the 17th June, no closing date)
- Complete online form in conjunction with the parent & attach supporting information/reports etc if you wish (not requirement for applying)

### Appraisal

- You will receive an acknowledgement email once your Level 7 request has been assigned to the Pobal AIM team and an Early Years Specialist

### Visit

- Early Years Specialist will initially contact you by phone and will then arrange to visit the pre-school setting and child.
- EYS will liaise with the Level 6 HSE therapeutic Intervention, NCSE and CCCs as necessary.

### Recommendation & Decision

- Early Years Specialist will submit their recommendation to Pobal - AIM Team for final decision.
- Pobal AIM Team will contact you with a decision

### Review

- If you are not approved funding you may seek feedback or a review of the decision.

### Payments & Contracting

- Approved payments will be paid against your existing DCYA contract in-line with the ECCE payment schedule.