

# Contractor Bulletin No. 03-2024

## Impacts of SHB 1916 on Single Monthly Count Enrollment and Billing Criteria and Timelines

Date: 5/31/2024

To: All ESIT Contracted Provider Agencies, County Lead Agencies, and Subcontractors

From: Tammy McCauley, Accountability & Quality Improvement Manager, and *TML*  
Lauren Thompson, Resource Allocations Manager *LT*

Subject: Implementation Impacts of SHB 1916

***Purpose and Background: During the 2024 Legislative session, DCYF introduced agency requested legislation, with the support of early childhood advocates, to change the count day from the first business day of the month to the last business day of the month and to change the requirement from receiving a service within a month of the count day to receiving a service within the same month as the count day. SHB 1916 has been signed into law and will be in effect as of July 1, 2024.***

New Single Monthly Count Enrollment and Billing Criteria as of July 1, 2024:

- a) Be enrolled in an EIST Provider Agency; **and**
- b) Be between the ages of birth through 2 years of age and not yet three ***on the day(s) of service delivery;***
- c) Have an active IFSP; **and**
- d) Are eligible for and receiving early intervention services: Per RCW 43.216.580 – (SHB 1916): “For the purposes of this subsection (2) a child is receiving early intervention services if the child has received services ***within the same month as the monthly count day, which is the last business day of the month.***”

Timeline Updates:

- All required data entry for the previous month must still be completed by the 10<sup>th</sup> of the following month.
- Single Monthly Count reports are ***due no later than the 20<sup>th</sup> of the following month.***
- A19-A1 Invoices are ***due no later than the last day of the following month.***

***Please note and plan accordingly for the lag of your July 2024 payment as a result of the updated due dates outlined above.***

For further information, questions, and/or assistance, please contact:

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