

FY21-22

(July 1, 2021 – June 30, 2022)

Single Monthly Count Report Schedule

(For both enrollment and billing purposes)

Count Date	Run by Date *	Due Date *	Forecast Council Caseload Count Due Date
July 1, 2021	July 11, 2021	July 25, 2021	August 10, 2021
August 2, 2021	August 11, 2021	August 25, 2021	September 10, 2021
September 1, 2021	September 11, 2021	September 25, 2021	October 10, 2021
October 1, 2021	October 11, 2021	October 25, 2021	November 10, 2021
November 1, 2021	November 11, 2021	November 25, 2021	December 10, 2022
December 1, 2021	December 11, 2022	December 25, 2022	January 10, 2022
January 3, 2022	January 11, 2022	January 25, 2022	February 10, 2022
February 1, 2022	February 11, 2022	February 25, 2022	March 10, 2022
March 1, 2022	March 11, 2022	March 25, 2022	April 10, 2022
April 1, 2022	April 11, 2022	April 25, 2022	May 10, 2022
May 2, 2022	May 11, 2022	May 25, 2022	June 10, 2022
June 1, 2022	June 11, 2022	June 25, 2022	July 10, 2022

- If the “Run By” or “Due Date” falls on a holiday or weekend, please complete on the following business day.
- Submit your Certified Report and A-19 Invoice to ESIT.reports@dcyf.wa.gov
- Contact your QI Specialist with questions

Criteria to be on the report:

- Be enrolled in an EIPA and
- Be between the ages of birth through 2 years of age and not yet three on the first day of the month and
- Have an active IFSP:
 - based on eligibility criteria established in ESIT State Policies and
 - which meets federal and state procedural requirements and
- Be eligible for and receiving early intervention services^[1].

^[1] SHB 2787 states [“For the purposes of this subsection \(2\), a child is receiving early intervention services if the child has received services within a month prior to the monthly count day.”](#)
