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## Serving the citizens of:

Armstrong, Carson,  
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Lipscomb, Moore,  
Ochiltree, Oldham, Potter,  
Randall, Roberts, Sherman,  
and Wheeler counties

## Back to School: A Practical Guide for Parents

As the summer break winds down, the back-to-school season is a time of mixed emotions for both parents and children. It brings excitement, nerves, and a fair share of planning. To help ease the transition and set your child up for a successful school year, here are some essential tips and tools every parent should consider.

### Establish a Routine Early

A smooth school year starts with good habits. About a week or two before school begins, gradually adjust your child's bedtime and wake-up time to match the school schedule. This helps reset their internal clock and reduces the shock of early mornings on the first day back.

In addition to sleep routines, begin reintroducing mealtime structure and limiting screen time in the evenings. Establishing consistent routines now sets a positive tone for the year ahead.

### Create a Study-Friendly Environment

A quiet, organized space for homework can make a big difference in your child's ability to focus. Whether it's a desk in their room or a quiet corner in the living room, the space should be stocked with school supplies and free from distractions like TVs or mobile devices. Encourage your child to take ownership of their study area to make it a space they feel

comfortable using daily.

### Prioritize Mental and Emotional Health

Heading back to school can trigger anxiety, especially if your child is changing schools, entering a new grade, or struggling socially or academically. Keep communication open and supportive. Ask questions about their worries and help them develop strategies to cope, such as mindfulness techniques or time management tools.

Many schools have counselors available, so don't hesitate to reach out if you feel your child could use extra support.

### Stay Involved and Informed

Engage with your child's education from the start. Attend orientation nights, meet teachers, and sign up for school newsletters or communication apps. Knowing what's expected at school and what events are coming up helps you stay in the loop and support your child more effectively.

Going back to school is more than new supplies and first-day outfits—it's about helping your child feel confident, prepared and supported. With a bit of planning and open communication, you can ensure a smooth transition into the new school year.



# EARLY CHILDHOOD INTERVENTION SERVICES

Lindsay Garza, Director

## How's Your Baby?

### Early Childhood Intervention Developmental Checklist



TEXAS  
Health and Human  
Services

Early Childhood  
Intervention

[hhs.texas.gov/eci](https://hhs.texas.gov/eci)

#### Do you have questions about how your child is growing and developing?

Every child is different and learns at his or her own pace. It's important to notice when your child begins to learn new skills to see if he is on target. Use this checklist to see how your child is doing. If you notice your child is not on target, talk with your child's doctor, or contact Early Childhood Intervention. To find the ECI program in your area, visit the Program search page at [citysearch.hhsc.state.tx.us](https://citysearch.hhsc.state.tx.us) or call 877-787-8999.

#### Did you know?

ECI serves families with children birth to 36 months with developmental delays or disabilities.

ECI professionals partner with families to help their children grow, learn and stay healthy.

ECI provides services to families of all income levels and in every Texas county.

#### DEVELOPMENTAL MILESTONES CHECKLIST

##### 1-2 Months

- Startle or react to loud or new sounds
- Latch on to nipple and drink without choking
- Look at face or toy for several seconds
- Move both arms and both legs
- Open hands briefly
- Smile back at parents or other family members
- Lift head briefly while on tummy

##### 3-6 Months

- Bring hands to mouth
- Make cooing sounds like "oooh" and "aaah"
- Smile or make sounds to get your attention
- Open mouth for the breast or bottle when hungry
- Swipe or reach to grab a toy
- Push up with straight arms while on tummy
- Roll from tummy to back
- Explore toys with mouth

##### 6-9 Months

- Eat soft foods
- Move toys from one hand to the other
- Sit without help
- Smile or laugh at "peek-a-boo"
- Bang two things together
- Make different sounds like "mamamama" and "babababa"

##### 9-12 Months

- Look when their name is called
- Cry when their parent leaves
- Crawl on hands and knees
- Pick up small pieces of food with their thumb and a finger
- Copy hand movements like clapping or "bye-bye"
- Call a parent "mama" or "dada" or another special name
- Pull up to a standing position

##### 12-15 Months

- Wave "bye-bye" when someone leaves
- Find a toy they watch you hide
- Walk by holding onto furniture
- Drink from an open cup with help
- Use fingers to feed themselves
- Show affection with hugs and kisses
- Point to objects they want
- Take a few steps on their own

##### 15-18 Months

- Look at pictures in a book with you
- Walk without help
- Hold a crayon in their fist and scribble
- Use at least three words besides "mama" and "dada"
- Try to use a spoon
- Follow simple directions like "Give it to me"
- Help with dressing by pushing arm or leg through clothing
- Say 10 or more words

##### 18-21 Months

- Push or pull a toy while walking
- Climb on and off furniture without help
- Drink from a cup without a lid and may spill sometimes
- Respond to simple "what" and "where" questions
- Copy you doing chores such as sweeping
- Repeat words you say

##### 21-24 Months

- Point to pictures or objects you name
- Run
- Play alone for brief periods of time
- Point to two body parts when asked
- Kick a large ball
- Eat with a spoon

##### 24-30 Months

- Use and understand at least 50 words
- Play next to other children and sometimes play with them
- Turn pages in a book one at a time
- Take off loose clothing
- Follow two-step directions like "Put your diaper in the trash and get your shoes."
- Jump with both feet off the ground
- Use two or three words together, like "More cookie" or "Doggie run"

##### 30-36 Months

- Join other children in play
- Use at least 200 words
- Avoid touching hot objects when warned
- Use a fork
- Talk well enough for others to understand most of the time
- Put on loose clothing by themselves
- Imitate you drawing a circle

#### DEVELOPMENTAL RED FLAGS

Below is a list of behaviors or red flags that can keep your child from learning. If they happen often, call ECI.

##### Baby

- Cannot bend their arms or legs
- Feel limp or floppy when you lift them
- Do not react to sounds
- Only use one side of their body
- Do not smile, move, or look at you when you talk or play with them
- Do not want to be held

##### Toddler

- Have tantrums that last 20 minutes or longer
- Do not look at you when you call their name
- Frequently hurt or bite other people
- Flap hands, rock, or sway over and over
- Do not use gestures, like pointing or waving
- Walk on tiptoes most of the time

##### Any Age

- Fuss or cry a lot, even when not tired or hungry
- Do not notice other people
- Have trouble falling asleep or staying asleep
- Lose any skills they once had, such as walking, talking, or looking at you
- Consistently become upset with changes in routine

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Early Childhood Intervention (ECI) provides services to families with children (birth to 3 years) who have developmental delays and disabilities in Potter and Randall County.

During the early months of a child's life, many parents find themselves faced with the realization that their child may have developmental delays. As a parent comes to understand that their child may potentially face a lifetime of trials, a sense of grief may develop. It can become frustrating not knowing where to turn for help:

- Audiology/Hearing
- Vision Services
- Assistive Technology
- Case Management
- Family Education
- Health Services
- Nutrition Services
- Occupational Therapy
- Physical Therapy
- Speech-Language Therapy

- Infant Massage
- Specialized Skills Training
- Transition to Services Beyond ECI

Developmental delays can affect a child's communication, mobility, or nutritional requirements; things that are required for growth physically and intellectually. Children are referred to services once functional deficits become evident or developmental milestones become delayed by several months. Children are linked to a broad array of services after a full assessment is completed by staff specifically trained in early childhood development. Treatment is tailored to each child's needs.



Please call us at [806-358-8974](tel:806-358-8974) or fax us at 806-359-0506 if you would like to make a referral.



"You learn something new everyday. Today I found out that 'crypto' isn't a new superhero."



"Why are some pages intentionally left blank?"



## TPC NIGHT AT HODGETOWN



The Amarillo Sod Poodles defeated the Frisco RoughRiders 13-12 in 11 innings on July 11th. The weather was perfect despite the threat of rain. Thanks to all that joined in on TPC night at Hodgetown.

## - OUT AND ABOUT-



TPC participated in the Hutchinson County Back to school Fair in Borger on Saturday. Tara and Cheryl were there providing resources to participants.



TPC's Misty and Iliana participated at the North Grand Hillside Church's Back to school block party. The event was open to the public and was well attended.



***If you have an unused floating holiday, you may want to use it before August 31st.***

***The Mental Health Floating Holiday and Celebrate Diversity Floating Holiday will need to be taken before August 31st to avoid losing them.***

***A Day to Remember does roll over into the next fiscal year so that one does not expire. Please check ADP/Time Off Balances, or contact the payroll department if you have questions.***

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## WHITE HAT AWARD

The IDD Service Coordination Department is presenting the White Hat Award to **Cora Peace, Therapist Tech for Day Hab Services**. Cora is very calm and patient with the individuals we serve. She takes time to speak with anyone who is there to see the clients. Thank you for all you do!



Raul Aguilar on behalf of IDD Service Coordination Department

## Welcome these New Employees

Chase Hunter  
Luis Suarez  
Amanda Cato  
Janet Valdez

PATH  
Mental Health Docket  
Diversion Center  
JBCR Program



**Articles or suggestions for this publication may be submitted by the 1st of each month to:**

**Joyce Lopez-Enevoldsen • 901 Wallace Blvd., • Amarillo, Texas 79106  
Phone: (806) 351-3308 Fax: (806) 351-3345 Email: joyce.lopez@txpan.org**



## TRAUMA-INFORMED WORKPLACES

*Part two: Shifting Attitudes*

NEW  
UPDATE

**MONDAY,  
AUGUST 18TH  
AT 3:00PM**



**FRIDAY,  
AUGUST 8TH  
AT 10:00AM**



**In observation of Labor Day, TPC Offices will be closed on  
Monday, September 1st. Wishing everyone a safe and  
restful Labor day!**



**Stephany Sena, MCOT**, answered last month's questions correctly and was randomly selected to win a \$25 gift card.

To claim your card, contact Joyce Lopez-Enevoldsen at 806.351.3308 or email: [joyce.lopez@txpan.org](mailto:joyce.lopez@txpan.org).

# COMPLIANCE CORNER

Welcome back to Compliance Corner. Each month we will address a question that was received internally for the purpose of education. (All personal identifying information has been removed to protect the identity of the employee and/or client).

## IF YOU SEE SOMETHING, SAY SOMETHING...

Employees are the “eyes and ears” of the organization to detect any violation of our Compliance Program. You are required to immediately report anything that you encounter at TPC that you believe may be unethical, illegal, or fraudulent to:

- Your supervisor or
- Brittany Cotgreave, Coordinator of Compliance and Planning  
Phone: 806.349.5647  
Email: [brittany.cotgreave@txpan.org](mailto:brittany.cotgreave@txpan.org)  
or
- Vania Beavers, Director of Quality Management, Compliance Privacy Officer  
Phone: 806.351.3400  
Email: [vania.beavers@txpan.org](mailto:vania.beavers@txpan.org)

## Documentation Same Day/Next Day

Entering documentation in a timely manner is an integral part of the services we provide to clients. Documenting services and other pertinent information in the record same day/next day ensures accuracy and quality while preventing fraud and errors.

The TAC Code requires notes to be entered **no later than 2 business days** after the service was provided. This is known as lag time. This applies to everyone in the Center, no matter the department.

If you provide a service on Friday, your note must be entered by the following Tuesday. TPC has a **95%** compliance expectation for lag time.

If you have a question/scenario that you would like to be considered for inclusion in the newsletter, email the information to [Compliance Corner@txpan.org](mailto:ComplianceCorner@txpan.org).

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*The pessimist worries about the wind; the optimist thinks it will change;  
the realist adjusts the sails.*

*~ William Arthur Ward*



# POINTS TO PONDER - HIPAA PRIVACY RIGHTS

Vania Beavers, Director of Quality Management

Many of our clients are friends with each other. They may see each other at the clinic, or find out they have the same case manager or service coordinator and want to speak about their concerns, or life happenings, for their friend. It is important to remember that, even if the clients know each other, it is a privacy violation for us to even acknowledge that the person receives services without a Release of Information (ROI) on file. Please utilize the term “Without a release of information on file I cannot confirm or deny that person receives services here” when individuals try to speak about each other. Our individuals have a right to privacy.



As an employee, information about clients should only be disclosed on a “need to know” basis to other employees. This disclosure should take place in private, not where information can be overheard.

If you do over hear protected health information that should not be disclosed, please be sure to report it. It is the duty of all employees to keep information confidential.

To report a privacy breach, please reach out to:

Brittany Cotgreave, Compliance & Planning Coordinator

349-5647 [brittany.cotgreave@txpan.org](mailto:brittany.cotgreave@txpan.org)

or

Vania Beavers, Director of Quality Management and Compliance

(806) 351-3400 [vania.beavers@txpan.org](mailto:vania.beavers@txpan.org)

To report abuse for individuals with IDD in residential homes and behavioral health services, please call the Department of Family Protective Services at 1-800-647-7418 immediately or within one hour of witnessing the event. If reporting for an individual in behavioral health services, also email a written report, including the DFPS report number, to [performance.contracts@dshs.state.tx.us](mailto:performance.contracts@dshs.state.tx.us) and cc [vania.beavers@txpan.org](mailto:vania.beavers@txpan.org) on the email.

To report abuse of an individual that participates in the ISS (day hab) programs, please call 1-800-458-9858 immediately or within one hour.





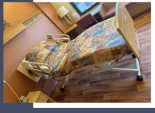
TPC is offering the equipment below to employees, their friends and family members as first option prior to going to auction. If interested, please reach out to Steve Garcia at 806.351.3233 or [steven.garcia@txpan.org](mailto:steven.garcia@txpan.org)

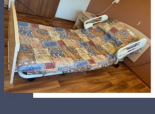
## EQUIPMENT

(Used)

### FOR SALE





**Features**

- Optional AdvanceCare Control and Positioning available (includes Gravity Assist, One Touch Transfer, and Comfort Chair)

**Key Specs**

- Bed Height 7" to 30"
- Bed Length 80"
- Bed Width 42"
- Weight Capacity 650 lbs.
- Weight 220 lbs.
- Model No. XT
- Retail \$2,464.00 - \$3,420.00

\$ 300



806.351.3233  
Call Steve for More Information

## USED MEDICAL EQUIPMENT

### FOR SALE

Wheel Chairs  
• \$100

Walkers with wheels and without  
• \$30  
• \$25

Canes  
• \$25

Shower Chairs  
• \$40

Toilet Chairs - two types  
• \$40

Oxygen Holders on Wheels  
• \$50



## Mark Your Calendars



TPC's Fall Blood Drive is scheduled for **Wednesday, September 17th**. TPC's Wallace location will be from 9am—11:30am and the Killgore location will be in the afternoon from 2pm—4pm.

More details to come...

## EMPLOYEE ASSISTANCE PROGRAM



<https://minesandassociates.com>

### Office Hours

Monday – Friday: 6:30 am – 5:00 pm MT

**Need help now? Please call:**

**(800) 873-7138**

Counseling, service intake, and crisis  
support are available 24/7

### Answer's to last months questions:

- 1) Project for Assistance in Transition from Homelessness Care
- 2) July 31—August 8
- 3) Jennifer McKay

Answer the questions correctly and your name will be entered in a random drawing to be eligible to win a \$25 gift card.



1. Celebrate Diversity Day does or does not roll over into next fiscal year.
2. ECI provides services to families with children ages \_\_\_\_\_ who have developmental delays and disabilities in Potter and Randall County.
3. TAC requires that notes be entered no later than \_\_\_\_\_.

*Submit your answers to [joyce.lopez@txpan.org](mailto:joyce.lopez@txpan.org). Deadline for responses is the 5th of the following month. You must type "Monthly Drawing" in the email subject line to be eligible. For those that do not have a computer, entries may be submitted via interoffice mail. The same requirements apply for hard copy submissions and remember to include your name.*