



*"People  
helping people  
help  
themselves"*

Mitchell E. Daniels, Jr., Governor  
State of Indiana

***Indiana Family and Social Services Administration***

402 W. WASHINGTON STREET, P.O. BOX 7083  
INDIANAPOLIS, IN 46207-7083

Anne Murphy, Secretary

July 22, 2010

Dear Indiana Association for Infant Toddler Mental Health Participant:

After reviewing the IAITMH conference program, I am pleased to offer First Steps providers in attendance credit for their 2010 First Steps Core Training (FSCT). Providers wishing to use the IAITMH conference for their FSCT must following the procedure listed below. All questions should be directed to UTS at [registration@utsprokids.org](mailto:registration@utsprokids.org).

1. Provider must have registered and paid their 2010 Annual Training Fee. (Providers must also pay IAITMH registration fees. Providers may apply the Annual Training Fee to another UTS FCSTcourse, if desired.)
2. Provider must submit the attached form with a copy of IAITMH attendance documentation.
3. Providers will receive credit for a FSCT at 3 hours or .3 credential points. Attendance at any additional early intervention sessions from the conference may be used under conference training for First Steps credentialing at a rate of .1 point per session hour.
4. Providers must submit their form and documentation within 30 days of the IAITMH conference. A late fee of \$25 will be charged for requests after September 27, 2010.

All requests for FSCT must be submitted using the attached form. Please contact UTS Registration at the above email for questions.

Sincerely,

Dawn Downer  
Indiana Part C Director



## Request for FSCT Credit

I attended the 2010 IAITMH Conference and request to use it for my 2010 FSCT.

Name \_\_\_\_\_

Email \_\_\_\_\_

Address 1 \_\_\_\_\_

Address 2 \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_

Please attach IAITMH attendance documentation with this form and return to:

UTS ProKids  
6923 Hillside Court  
Indianapolis, IN 46250  
317-284-6206 Fax

[registration@utsprokids.org](mailto:registration@utsprokids.org)

**All forms received after September 27, 2010 will be charged a \$25 late fee.** Checks may be made payable to ProKids.

Please allow 1 week after submission to be entered into your UTS Profile.