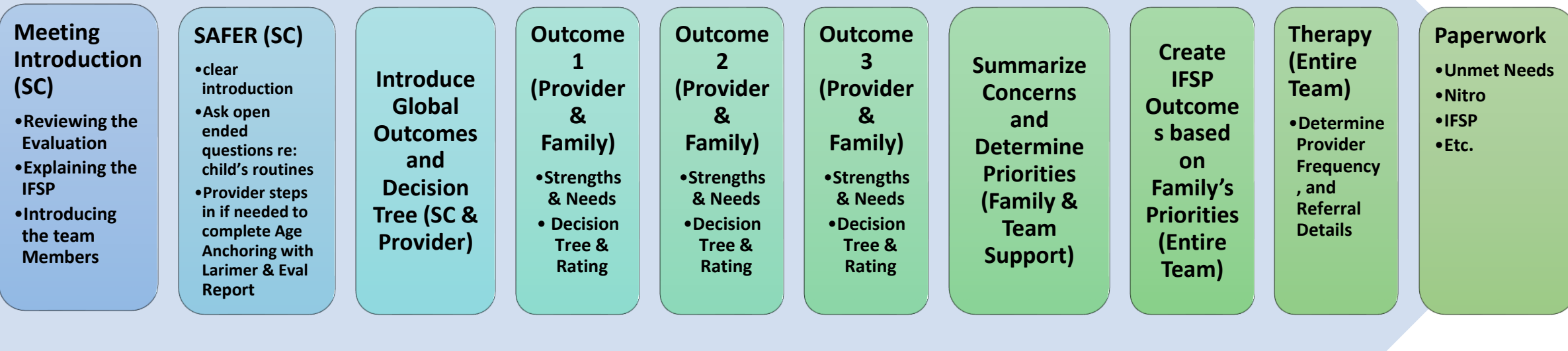


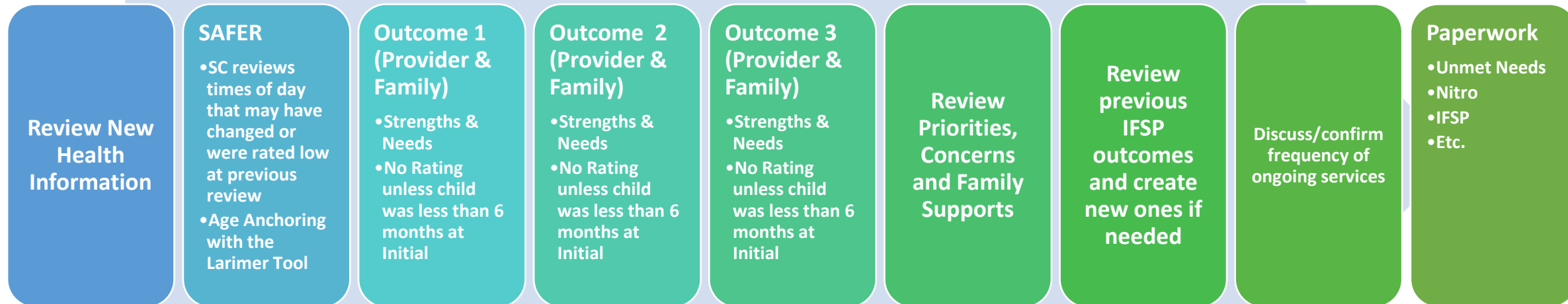
Flow of IFSP Meetings & Expectations

Updated Jan. 2, 2024

Facilitation Roles at Initial IFSP



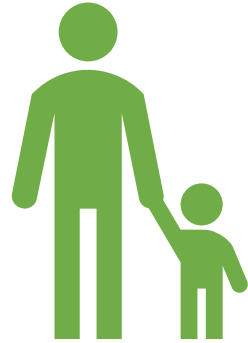
Facilitation Roles at Periodic Review



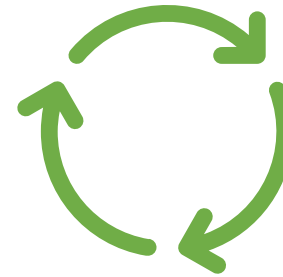
Facilitation Roles at Annual IFSP



Transition



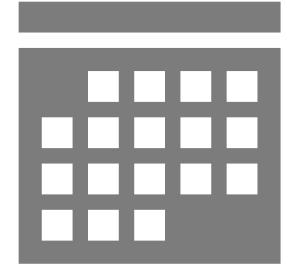
Documents the needs of a child that is transitioning out of Early Intervention and how the Service Coordinator is addressing those needs



Shows when the Administrative Unit, Transition Plan, and Transition Conference have been completed

Transition Timing

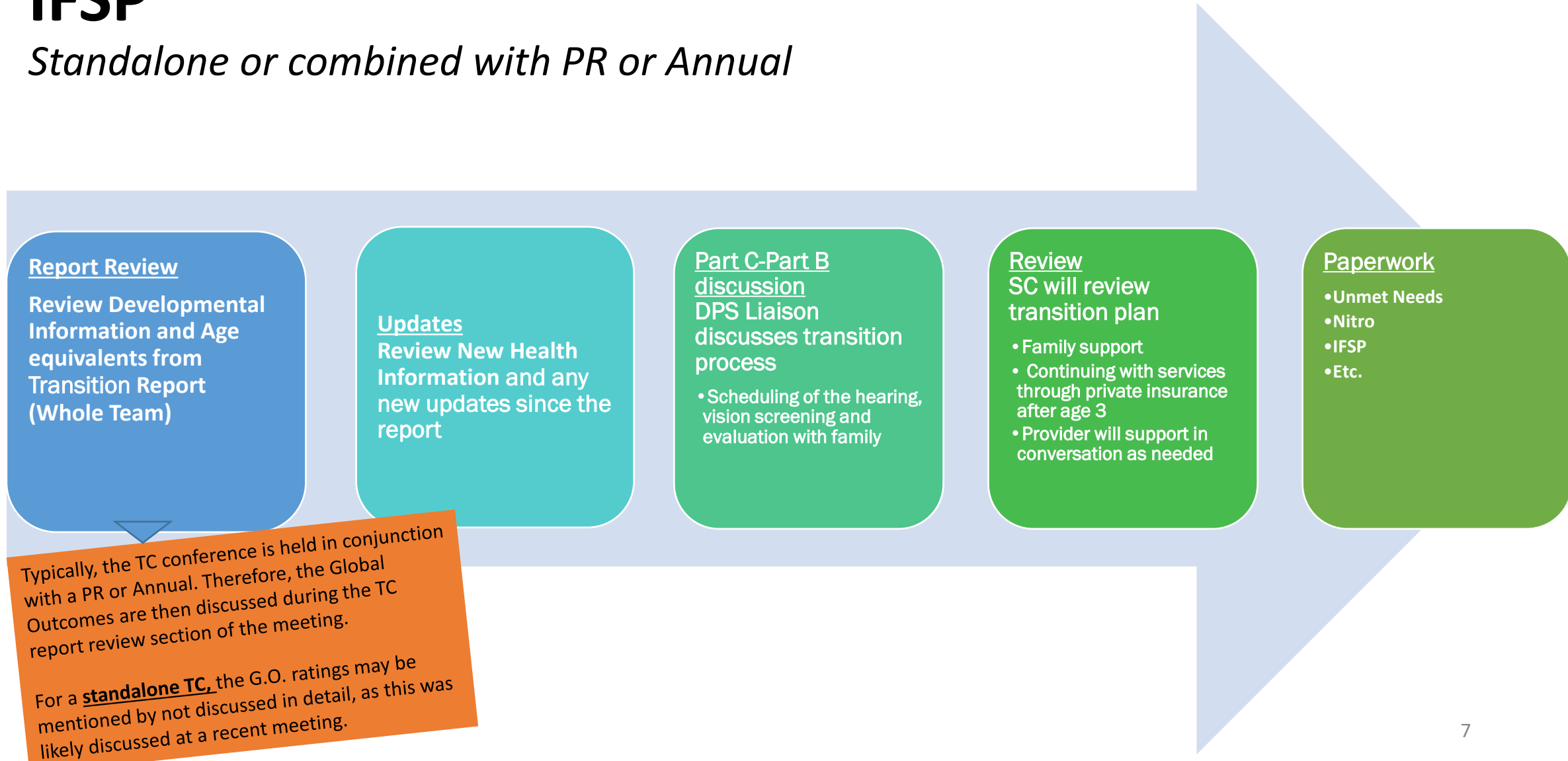
FYI for Providers...



- The transition conversation is initiated by Service Coordinator (SC). The SC discusses the Administration Unit (AU DPS form). This begins as early as 2:3 and up to 2.6.
- The SC schedules the Transition Conference between 2.6 & 2.9 with the goal of getting the TC done by 2.8 . The TC is scheduled with:
 - SC
 - AU/DPS
 - Family
 - Provider(s)
 - Possible GAL and CW if CAPTA case
- When TC is scheduled, provider works to complete the TC Report with the family and send the TC report to the SC at least a week before the TC as best practice.
 - At time of the TC the SC should already have explained the AU to the family and sent the AU to DPS along with the TC report, IFSP, and ROI.
 - Sending TC report to SC at least a week before allows family and AU/DPS time to review report before the meeting so the meeting can focus on transition.
 - Time Consideration- If family and AU cannot review ahead of time: meeting is longer and may require a word for word reading of report.

Facilitation Roles & Flow at Transition Conference IFSP

Standalone or combined with PR or Annual





Please reach out to the Therapy Manager with Questions! OR – our Support Specialist!

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