

Washington IFSP and Outcomes Measurement Process

The following resources serve as the foundations for the practices outlined below in the IFSP-Outcomes Measurement Process in Washington:

- Agreed Upon Mission and Key Principles for Providing Early Intervention Services in Natural Environments (<http://del.wa.gov/publications/esit/docs/MissionEnvironments.pdf>)
- Seven Key Principles: Looks Like/Doesn't Look Like (<http://del.wa.gov/publications/esit/docs/SevenKeyPrinciples.pdf>)
- Integrating Child Outcome Measurement Into an Effective IFSP Process (based upon the Agreed Upon Practices for Providing Early Intervention Services in Natural Environments) (http://del.wa.gov/publications/esit/docs/SIP_NECTACRatingSheet.pdf)

Activity	Steps in the Process	Resources
Referral	<ul style="list-style-type: none"> • Referrals are made to the appropriate Local Lead Agency. • Family Resources Coordinator (FRC) is assigned who coordinates the steps of the IFSP process. 	
Initial Gathering of Child and Family Information	<p>FRC completes the following:</p> <ul style="list-style-type: none"> • Explains the ESIT program including information about purpose of the program and intended outcomes for children and families, eligibility criteria and process, IFSP and outcome measurement processes to families. (Share program brochure with the family that includes this information.) • Discusses reasons for referral and uses this opportunity to probe for information about the child's functioning in the 3 global outcome areas. • Determines if family wishes to participate in the Part C program. • Initiates conversation with family to begin gathering information related to the first 4 pages of the IFSP process document (Child and Family Information; FRC Information; Referral and Medical/Health Information; Child/Family Routines and Activities; Family Concerns, Resources, Priorities) including the following: <ul style="list-style-type: none"> ○ In context of this conversation, begins gathering functional information about the child's participation in everyday activity settings within routines using the 3 global outcomes. ○ Gathers initial information from families about what's working/challenging in everyday routines and parent concerns/priorities. • Determines if screening is needed to decide if an evaluation/assessment is appropriate, and if screening is necessary, provides written prior notice, obtains consent for screening, and conducts the screening. • If proceeding to evaluation and assessment, provides written prior notice and obtains written parental consent for initial evaluation and functional assessment. • Explains parent rights and safeguards. • Obtains written parental consent to obtain information from other agencies and to release ESIT information. 	<p>First 2 sections of the IFSP Process Document - Child and Family Information; FRC Information; Referral and Medical/Health Information; Child/Family Routines and Activities; Family Concerns, Resources, Priorities (Section I, pages 1-2 and Section II, pages 1-2)</p>
Functional Assessment and Eligibility	<ul style="list-style-type: none"> • FRC uses all information gathered to this point from referral sources, information from families (per the first 4 pages of the IFSP), and screening (if conducted) to determine who will be involved in the initial evaluation/assessment. • FRC and initial evaluation/assessment team members (Team) review medical information to determine if child has an established condition and is automatically eligible. • Team uses all information FRC gathered from families about everyday routines and parent concerns/priorities to plan evaluation and assessment including which assessment tools (e.g., normed –referenced, curriculum based, criterion-referenced tools) and methods will be used: • Team discusses with family the evaluation/assessment process including: <ul style="list-style-type: none"> ○ reviewing information gathered by FRC with family, adding new information as appropriate; ○ reviewing what to expect from the evaluation/assessment, including 	<p>The third section of the IFSP Process Document - Child's Present Levels of Development, Eligibility and Summary of Functional Performance (Section III, pages 1-3)</p> <p>ECO Decision</p>

	<p>the process</p> <ul style="list-style-type: none"> ○ describing how evaluation assessment results will be used to: <ul style="list-style-type: none"> ▪ determine eligibility; ▪ complete child outcome measurement; and ▪ identify IFSP outcomes and services;. ● Team conducts evaluation and assessment using tools and methods planned. (If child is automatically eligible, the team only conducts the functional assessment): <ul style="list-style-type: none"> ○ Team gathers information about the functioning of the child through procedures required by selected assessment tools (for eligibility evaluation) and through naturalistic observations (for functional assessment). ○ Team gathers additional information from family, as needed, to ensure a clear understanding of the child’s functioning in the 3 outcome areas. ○ Team discusses child’s present levels of development in a functional manner with family. Conversation builds upon intake information, all assessments, and probes for additional information. ● Team records present levels of development on the IFSP documenting child’s skills and developmental levels for <u>all domains</u>. ● Team determines eligibility with family: <ul style="list-style-type: none"> ○ considering all information gathered as well as informed clinical opinion. ○ providing written prior notice related to the result of the eligibility decision. ● Team (with family) summarizes and documents on the IFSP the child’s functional performance in each of the three child outcomes, comparing child’s skills and abilities to age expectations, ● Team selects and documents a COSF Rating Scale Descriptor Statement using the ECO decision tree (initial COSF). 	<p>Tree (http://www.fpg.unc.edu/~eco/assets/pdfs/Decision_Tree.pdf)</p> <p>ECO Definitions for Outcome Ratings (http://www.fpg.unc.edu/~eco/assets/pdfs/Definitions_Outcome_Ratings.pdf)</p>
<p>Developing Initial IFSP Outcomes and Services</p>	<ul style="list-style-type: none"> ● FRC schedules the Initial IFSP Meeting within 45 days for eligible to finalize the IFSP including determining IFSP outcomes (both child and family) and appropriate services to meet the needs of the child and family. ● IFSP participants include the family, representative(s) of the evaluation/assessment team, and others invited by the family. ● The FRC summarizes family’s priorities and concerns from previous conversations and asks family if other priorities/concerns have emerged to help inform the selection of IFSP outcomes. ● The IFSP team considers family priorities, the child’s and family’s needs and interests, and everyday routines and activities in developing functional IFSP outcomes and in identifying methods and strategies to meet the outcomes. ● The Outcomes for the Family Resources Coordination page in the IFSP prompts discussion of linkages to community supports and resources and to other families. For example: The FRC may say “In listening to your concerns you wanted your child to play with other children to encourage use of more words. Let’s talk about community options where that could happen.” Also helps families know what the FRC’s role is. ● Services and supports are identified to meet the IFSP outcomes including: <ul style="list-style-type: none"> ○ various team members’ and others roles and responsibilities in accomplishing the outcomes. ○ frequency/intensity and methods, setting, and agencies responsible ● Other services needed by the child and family, but not entitled under Part C must be identified. ● If outcomes cannot be achieved in a natural setting, the natural environment justification must be completed. ● The transition plan must be completed for children who are two years of age but may be initiated when any child enters the ESIT program. ● Written prior notice is provided and consent is obtained for the IFSP services (IFSP Agreement page). 	<p>Full IFSP completed, if child is eligible – Functional IFSP Outcomes for Children and Families, Outcomes for Family Resources Coordination; Transition Planning (if appropriate); Summary of Services; Other Services; Natural Environment Justification (if necessary); IFSP Agreement (Section IV, pages 1-2, Section V, pages 1-2, Section VI, pages 1-2, Section VII, and Section VIII, pages 1-2)</p>