



Vignette 1 – Teaming and Collaboration

Jessica, Mother of Brady

Jessica is reading a collection of notes that the Service Coordinator emailed from each member before the Individualized Family Service Plan (IFSP) team meeting. The team meets regularly to review and discuss the developmental progress and needs of her son Brady.

Jessica agreed early on that she would prefer the Service Coordinator to be the liaison between her and the other team members. The Service Coordinator asked each team member to provide any additional input or requests two days prior to the meeting so that they could be included in the meeting discussion.

Jessica remembers the information and strategies the occupational therapist and others have shared over the past 2 months, but it's helpful to read over everything before the meeting begins.

Jessica is a bit stressed today because the only time the team could all meet is during Jessica's lunch break. She only has 45 minutes to meet and can't be late returning to work.

Today's agenda includes updates from the occupational therapist, the physical therapist, and the childcare teacher, and Jessica herself. The Service Coordinator previously confirmed with Jessica that she would be comfortable sharing updates on Brady and the family at the beginning of each meeting. She confirms that Jessica is still comfortable with this format.

The meeting begins with the Service Coordinator reviewing the agenda and then asking if anyone has anything to add or change to the meeting agenda.

The first item on the agenda is to listen to an update on Brady and his family from Jessica, or "Jess" as she prefers to be called.

The second item on the agenda involves the physical therapist sharing results from a recent assessment completed for Brady. The physical therapist stops periodically to explain what some of the terms mean and ask if anyone has any questions related to her report. She already met with Jessica and Brady's childcare teacher one month ago to discuss the results.

The next item on the agenda is to review and update the IFSP goals. The Service Coordinator reads aloud the first goal and then asks each person to share insight about the goal if applicable. She has asked another team member to take notes. Jessica begins and each practitioner offers their observations of Brady's progress related to each goal. The Service Coordinator then asks Brady's mom, Jessica, for a final decision on documenting the goal as completed or to be continued. This is the process for reviewing each IFSP outcome/goal.