

Individual Transition Plan for _____ Date _____

Transition Event	A Closer Look	Timeline	Date Achieved
Parents informed of available programs and services for after child's third birthday _____ _____ _____	<ul style="list-style-type: none"> • Programs may include: Early Childhood, Head Start, preschool, etc. • Family encouraged to brainstorm questions regarding transition process 	Throughout enrollment in Birth-3	
Sign releases of information _____ _____	A release of information is required to share records between programs	At or before the planning conference	
Transition Planning Conference _____ _____ _____	Representatives from various program options are invited to meet with the family to describe their program and answer questions	3-6 months prior to child's third birthday	
Offer visits to program option sites _____ _____	With the help of Birth-3 staff, visits to program sites may be arranged	3-6 months prior to child's third birthday	
Referral made to Early Childhood program if appropriate _____ _____	Other referrals may also be made at this time, but procedures vary	90 days prior to child's third birthday	
Send records with parent's consent to selected programs _____ _____	Records may include: IFSP, evaluation/progress reports, and consultative reports	After referral	

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Participation in determining eligibility and goal formation (e.g., IEP) for enrollment in selected programs <hr/> <hr/> <hr/>	<ul style="list-style-type: none"> • Birth-3 staff can provide current levels of development for determining eligibility • Programs may wish to also evaluate child. Birth-3 staff can participate in these evaluations and subsequent goal planning meetings 	As scheduled by programs	
Additional Transition Activities			

Other transition information: (e.g., referrals to other programs, questions the family may have, family requests regarding records to be released, hospital to home or other transition plan.

Example transition plan provided courtesy of Columbia County Birth to 3 Program.