



**WRITTEN PRIOR NOTICE  
ACTIVE IFSP**

DATE: \_\_\_\_\_

TO: \_\_\_\_\_

FROM: \_\_\_\_\_

RE: \_\_\_\_\_

On \_\_\_\_\_, after the IFSP Team discussion, the following has  
been proposed / refused ---  
(circle one)

To initiate / to change: \_\_\_\_\_

\_\_\_\_\_

This action is recommended based upon (information and reasons): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other option(s) considered were: \_\_\_\_\_

\_\_\_\_\_

These option(s) were rejected based upon (information and reasons): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

You have the right to agree with, or refuse, the proposed action. You have the right to file a complaint regarding the proposed decision. Accompanying this letter is a copy of the parent and child rights statement. These are a brief review of your rights. If you would like a complete copy of the parent and child rights, please contact me. Feel free to call if you have any questions.

\_\_\_\_\_  
Service Coordinator

\_\_\_\_\_  
Phone Number