Birth to 3 Program Flow Chart

A referral comes into the Birth to 3 Program. Intake determines if:

Child is referred with a diagnosed condition. (45-day timeline begins) Written prior notice re: evaluation is given before family sings consent.	**Child is being referred for an evaluation due to suspected developmental delays or atypical development.** Screening already completed. (45-day timeline begins) Low Probability-Chart 2 Written prior notice about evaluation is given before family signs consent.	**Child is referred without specification for screening or evaluation.**	**Child is referred for screening.**

E.I. Team Includes:

- **Parent***
- **2 disciplines***
- **Service coordinator***
- **At least one person with expertise in typical & atypical development and in program planning***
- **Others**

***Required members**

Written prior notice about evaluation is given before family signs consent.

Intake Decides

EI team considers the diagnosed condition through

- Parent interview
- Record review
- Physician diagnosis

High Probability (Chart 1) Eligible

Low Probability (Chart 2)

EI team (including the parent) meets to discuss findings, determine probability, decide eligibility and prepare summary report.

Written prior notice about eligibility status is given before family signs EI team report.

EI team conducts an evaluation to determine developmental delay or atypical development:

- Parent interviews
- Observation in typical setting
- Record review
- Additional testing as needed
- Informed clinical opinion

Eligibility based on:

- 25% delay, or -1.3 SD
- Atypical development
- Development in all areas

EI team (including the parent) meets to discuss findings, determine eligibility and prepare summary report.

Written prior notice about eligibility status is given before family signs EI team report.

Eligible

Not eligible

Birth to 3 conducts a screening to determine if there is reason to proceed to evaluation. (45-day timeline begins)

Written prior notice re: recommendation to evaluate or not given before family agrees/signs consent

Yes

No

Offer periodic rescreens and inform of community resources.

Assessment Process to Develop Initial IFSP

Additional procedures if needed to determine developmental functioning in 5 areas, vision, hearing, nutrition and health status. Identify the child's unique strengths and needs; family's strengths, resources, priorities, and concerns (voluntary) and child's natural environments, routines, activities and desired future activities.

IFSP team meets to develop the IFSP within 45 days of referral for evaluation.

- Develop outcomes: Family & child focused.
- Identify appropriate services to meet outcomes.
- Written prior notice about services offered is given before family signs consent to IFSP.

Provide Early Intervention Services and Supports on IFSP under guidelines of DHS 90.

Update IFSP

- Written prior notice is given about changes to plan/services before family signs consent.

Transition discussion with family

- Develop transition outcome
- Explain last day in B-3 program
- Written prior notice about transition/last day decisions is given before family signs consent.