

RI Early Intervention Guidance on Discharge SRF

Exit

Choose One of the following categories for children who leave EI before their initial IFSP meeting

- 1) **Attempts to contact the parent and/or child were unsuccessful** – Include all children, who were referred, but did not have an initial IFSP meeting due to lack of response from the parent or family, or inability to locate the family or child after repeated, documented attempts.
- 2) **Child did not qualify for EI** - Include all children who, following an initial multidisciplinary evaluation and assessment, did not meet the eligibility criteria for EI.
- 3) **Family switched to another EI site** - Include all children, who were referred to your program, and moved to another RI Early Intervention program prior to their initial IFSP meeting. Include name of program child switched to.
- 4) **Moved out of state** - Include all children, who were referred, but moved out of state prior to their initial IFSP meeting.
- 5) **Withdrawal by parent/guardian; i.e. parent declined services before initial IFSP meeting**- Include all children who had an initial multidisciplinary evaluation and assessment, met eligibility criteria, and the parent declined services.
- 6) **Deceased** – Include all children who died before their initial IFSP meeting.

Discharge

Choose One of the following categories for children who leave after their initial IFSP meeting, with an active IFSP in place.

- 1) **Program Completion** - This category includes 2 sets of criteria, either of which result "Program Completion".

Criteria 1: Include all children who have an active IFSP, and the IFSP team, which includes the parent, have determined that all identified goals were reached, the parent declines a multidisciplinary evaluation and decides to end EI services;

OR

Criteria 2: Include all children who no longer met eligibility criteria for EI as determined by a multidisciplinary evaluation

- 2) **Attempts to contact the parent and/or child were unsuccessful** – Include all children who have an active IFSP but parent or family become unresponsive, or cannot be located after several, repeated and documented attempts.
- 3) **Family switched to another EI site** - Include all children, who have an active IFSP and moved to another RI Early Intervention program. Include name of program child switched to.
- 4) **Withdrawal by parent/guardian while child is still eligible; i.e. parent declined services** - Include all children who have an active IFSP, continue to meet eligibility criteria and parent decides to discontinue services.
- 5) **Moved out of state** - Include all children who had an active IFSP and moved out of state. Include children whose parents decline services in anticipation of moving out of state.
- 6) **Deceased** – Include all children who died after their initial IFSP meeting.

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Special Education Services

Choose One of the following:

- 1) **Part B eligible** – Include all children determined to be eligible for Part B at their 3rd birthday
- 2) **Not eligible for Part B with referrals to other programs** – This category contains 3 criteria. All are needed to result in "not eligible for Part B with referrals to other programs".

Criteria 1: Reached age three; and

Criteria 2: Were determined not eligible for Part B; and

Criteria 3: Were referred to other programs (e.g. community childcare/preschool programs, Head Start, SNAP, WIC, etc.)

- 3) **Not eligible for Part B, with no referrals to other programs** – This category contains 3 criteria. All are needed to result in "not eligible for Part B, with no referrals to other programs".

Criteria 1: Reached age three; and

Criteria 2: Were determined not eligible for Part B; and

Criteria 3: No referrals made to other programs

- 4) **Part B eligibility not determined at time of discharge** – This category contains 2 sets of criteria. Either of which result "Part B eligibility not determined at time of discharge".

Criteria 1: Reached age three; and were referred to Part B; and eligibility determination has not yet been determined and/or reported,

OR

Criteria 2: Children whose parents did not consent to transition planning.

Referral Information

Check all categories of referrals in which EI actively assisted the family by providing the new program with necessary information to initiate contact.

Examples include:

- EI staff member provides a "warm hand-off", meaning the EI staff member, new service provider and family all met to discuss care coordination or future planning.
- Confirming with the family that they have made contact, or have sufficient information to initiate contact, with a referral source; or with a release, contacting the new service provider in order for them to reach out to the family.
- If referrals were made that were not listed on the form and there is no room, a summary of resources can be written on an SRF or given to the family as a typed list; file copy in the child's record.
- Some families may not require assistance with community referrals at discharge; therefore, this section may be blank.

Notes

If additional space is needed, attach and reference in this section.

Finalize Child Outcomes Measurement Process

Prior to discharge, the child's present level of development and functioning must be reviewed with the family. At discharge, the COS C is completed and attached to the Discharge SRF for submission to data entry.

Procedural Safeguards

Parents/guardians must understand their right to dispute/appeal the decision to discharge.