

Individualized Family Service Plan (IFSP) for Children and Families in Early ACCESS

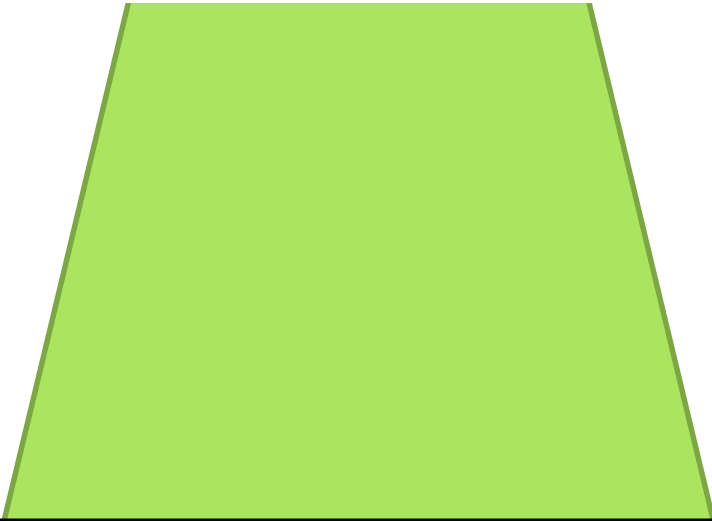


Who Has an IFSP



Every eligible infant or toddler who is going to receive services from Early ACCESS must have an Individualized Family Service Plan, or IFSP, developed, agreed upon, carried out, and reviewed.

Eligible children are infants and toddlers who have a 25% delay in any one area of development or who have a disability or condition that is known to have a high probability of causing a developmental delay.



What is an IFSP

The Individualized Family Service Plan, or IFSP, is both **a process and a written plan** intended to assist families and professionals to meet the developmental needs of a young child from birth to age three with special needs.

What is an IFSP Process

Practices that bring families and professionals together to discuss, plan, and address the developmental needs of an eligible child and their family

A goal-setting methods which help identify the services that will be provided based on the needs of the child and based on the family's priorities and concerns.

What is an IFSP Written Plan

- Documentation of who will do what, when and where for a 6 months period of time
- Includes specific information about the child and family, for example, the child's current developmental status
- Sets reasonable developmental goals for the infant or toddler
- States the services that Early ACCESS will provide
- A “living” document that can change as the needs of the child and family change

Who Develops the IFSP Written Plan

The IFSP Team which includes:

- Parents of the child
- Service coordinator who is assigned to support the family and IFSP team
- Persons involved in evaluations or assessments of the child
- Individuals that will provide early intervention
- Other family member as requested by a parent, such as a grandparent
- Advocate or person outside the family if parent requests, such as a child care provider

What's in the IFSP Written Plan

Documentation includes, but is not limited to:

1. The name of **service coordinator** assigned to child/family
2. Info about the **child's** development
3. **Family** information
4. **Outcomes or goals** for the child and family and progress towards reaching the goals
5. **Services** to be provided including:
 - Where services will be provided
 - Number of visits and length of each visit
6. **Transition** plans from Early ACCESS when child turns 3

More IFSP Process

- IFSP team, including the family, meets and the goals and services are agreed upon.
- Parents sign a form giving consent for the services to begin as written in the IFSP.
- Services must begin within 30 days of the date parent gives written consent for services.

Timelines

- The first IFSP written is called the Initial IFSP
 - Must be written within 45 days from the date the referral is received at an agency who provides early intervention services
- Every 6 months, or more frequently if needed, the IFSP must be reviewed. These are called Periodic Reviews or Periodic IFSP.
- Annually, the IFSP must be updated and eligibility re-determined. This is called an Annual IFSP.

Contact Information

- For more information on Early ACCESS, visit the Iowa Family Support Network (<https://www.iafamilysupportnetwork.org/early-access-iowa>)
- Or contact Cindy Weigel, State Coordinator for Early ACCESS at cindy.weigel@iowa.gov