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

- Child is referred with a diagnosed condition.
  - Written prior notice re: evaluation is given before family signs 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
  - Written prior notice about evaluation is given before family signs consent.

- Child is referred without specification for screening or evaluation (at-risk)
  - Written prior notice about evaluation is given before family signs consent.

**E.I. Team may include:**
- Parent/Caregiver*
- Service Coordinator*
- Interventionists
- Evaluators
- Child Care Providers
- Interpreters/Translators
- Invited guests of family

*Required members

**Eligibility Based on:**
- 30% Developmental Delay
- Approved Medical Diagnosis
- At-Risk Criteria

**Eligible**
Eligible
Eligible

**Not Eligible**
Not eligible
Not eligible
Not eligible

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**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.**

**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.