

TRUMBULL COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

Policy

Section 8.37

EARLY INTERVENTION SERVICES

Purpose

This policy outlines the roles and responsibilities of the Trumbull County Board of Developmental Disabilities in the provision of Early Intervention services as part of Trumbull County's Help Me Grow Program (HMP).

The Trumbull County Board of Developmental Disabilities (TCBDD) Early Intervention Program is part of a comprehensive, collaborative, coordinated, and family-centered system. Early Intervention services are designed to meet the needs of the family related to enhancing the child's development and to meet the developmental needs of young children.

Description of Services

The role of TCBDD in the Trumbull County's Help Me Grow Program (HMG) is that of a provider. TCBDD provides year-round Home-Based Early Intervention Services, including Service Coordination.

The TCBDD Early Intervention Program is an important service provider in Trumbull County providing specialized services for families whose children are eligible based upon diagnosed or established developmental delay or disability. The Early Intervention Specialist provides evaluation and ongoing assessment of children and participates in the process of the Individual Family Service Plan.

TCBDD is the larger system of services and supports for children birth through age three in the Help Me Grow Program. TCBDD's role in the provision of the HMG components is as follows:

TCBDD is available for consultation but does not take an active role in the provision of the following services:

- Outreach/child find/intake/procedural safeguards;
- Prenatal visits
- Newborn home visits

TCBDD participates in following provisions of the Help Me Grow Program:

- a. In conjunction with a HMG or TCBDD Service Coordinator, the TCBDD Early Intervention Team conducts the **evaluation to determine eligibility** for Part C services or a developmental assessment for **program planning**. Eligibility determination and/or program planning assessment shall be completed within 45 days of the initial contact with the family. For children enrolled with TCBDD, the Early Intervention Team provides **ongoing assessment** for children enrolled in the TCBDD Early Intervention Program.
- b. TCBDD participates in the development, implementation, and review of the **Individual Family Service Plan (IFSP)**. Initial development of the IFSP shall

occur within 45 days of initial contact with the family; or when adding TCBDD programming to the IFSP, specialized services must begin within 30 days after signature. Reviews are conducted in accordance to the lead agency policy.

- c. The Early Intervention Team provides **home-based services** to families once the need for services has been determined. Acknowledging the everyday routines, activities, and places of the child, the program provides home-based developmental activities through visits to coach and assist parents in supporting their child's developmental milestones.
- d. TCBDD (along with the Trumbull County Combined Health District) provides **service coordination (SC)** to each of its enrolled families to assist with streamlining the child's/family's multiple services in order to meet their many needs. The SC is a single point of contact for the family when there are multiple professionals involved (Occupational Therapist, Physical Therapist, Speech Language Pathologist, Registered Nurse, Licensed Social Worker). The SC helps coordinate the many medical, financial, therapeutic and educational services that the family requires. The SC guides families through the many facets of evaluations, timelines, and availability of resources. The SC also administers the Ages and Stages Questionnaire (ASQ), along with Vision, Hearing, and Nutritional Screenings to referred families as needed.
- e. TCBDD's Services Coordinators **review the due process procedures** for The Trumbull County Board of Developmental Disabilities, Federal Part C, and Trumbull County Family and Children First Council as well as the **Parent's Rights** in the Help Me Grow program at TCBDD enrollment. Parents acknowledge receipt of these rights on the last page of the IFSP as well as with signature to a checklist that is maintained in the file and shared with the family. This checklist that they are given explains the shared information and their rights to further available resources upon request. This is reviewed at each IFSP update and again at the annual review.
- f. **Transition** will be addressed throughout the IFSP process and TCBDD will adhere to the timelines and mandated steps for transition for both Ohio Department of Health (Part C) and Ohio Department of Education (Part B – Preschool); in addition, information and support for transition at any age or for any reason from the HMG system will be provided.


Board President


Superintendent

Effective: 3/26/2018

Applicability:
Board Policy Manual