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PROVIDER ASSIGNMENT

Every effort should be made to evaluate all children referred and locate appropriate services to meet the needs of all children/families once eligibility is established within the 45 day timeline. These efforts should include, but not limited to, the following:

- The Lead Clinician reviews caseloads and checks with all possible SoonerStart providers (staff first, then contract).
- The Lead Clinician reminds providers (staff and contract) of the continued eligibility process/criteria and ensures team compliance with this state policy.
- If the SoonerStart provider caseloads are maximized (staff and contract), the Lead Clinician explores the availability of Child Guidance staff to provide EI services to Medicaid eligible children on an IFSP in areas where Child Guidance Clinics are available. *Please see the procedures for EI Referrals to Child Guidance for IFSP service Delivery in the section below.*
- Once local resources are exhausted, the Health Department Administrator and/or the Lead Clinician should contact adjacent counties to see if they can assist with evaluations and/or the provision of services. The OSDH SoonerStart state office is available to assist with this process if needed.
- When local resources are not available for a service, the team may explore the availability of any community-based resources for provision of the services that may be without charge to the family. If the family accesses a community-based service, this service is reported on the front page of the IFSP in the section entitled, *“Medical and other services that the child or family needs or is receiving through other sources (neither required nor funded under Part C)”*
- Contact the OSDH and OSDE SoonerStart state offices for assistance when a multidisciplinary evaluation team cannot be identified or if evaluations are being delayed.
- A service provider may or may not be assigned when IFSP services are determined, but should be determined and services initiated within 15 working days of the IFSP date. Contact the OSDH and OSDE SoonerStart state offices for assistance regarding families who have services pending provider assignment greater than 15 working days after the parent signs the IFSP.
- If a service provider is not available to provide IFSP services as identified on the IFSP within 15 working days, the family is eligible for compensatory services (See Compensatory services).