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REFERRALS TO CHILD GUIDANCE FOR IFSP SERVICE DELIVERY

Every effort is made to provide the appropriate level of services for the infants and toddlers receiving services, or eligible to receive services, on an Individualized Family service Plan (IFSP). In the event Early Intervention(EI) staffing levels and/or contract funds are inadequate to meet service needs, SoonerStart will make a referral to Child Guidance for infants and toddlers receiving services on an IFSP or determined eligible to receive services and who are Medicaid-eligible.

EI will continue to determine eligibility for all EI referrals received. In the event an EI service provider cannot be identified as indicated above, infants and toddlers who are Medicaid-eligible shall be referred to Child Guidance in areas where available when speech, child development, or psych services are determined to be the most appropriate. The EI multidisciplinary evaluation team shall document an Entry rating for the child on the Child Outcome Summary Form (COSF) prior to referring to Child Guidance.

The service coordinator will continue to coordinate services. An IFSP will be developed with participation by the Child Guidance provider. The federally-required periodic and annual review of the IFSP will continue to be conducted. (These reviews may be documented on ODH 332-F as follow-up staffing for Child Guidance requirements).

IFSP services offered to families provided by Child Guidance will be provided at the County Health Department. According to the Individuals with Disabilities Education Improvement Act (IDEIA) Part C, section 632, transportation is listed as an early intervention service and is defined as “transportation and related costs that are necessary to enable an infant or toddler and the infant’s or toddler’s family to receive services identified by the Individualized Family service Plan (IFSP).” When the IFSP team determines that this transportation is necessary, this service should be provided at no cost to families.

Child Guidance staff will provide the services as promised on the IFSP. Child Guidance staff will code time and effort (T&E) activities to Child Guidance by using T&E program code 288 and activity code 020, and bill Medicaid. For speech services, Child Guidance will also fax the request to the physician for referral as needed.

IFSP service delivery plans will continue to be entered in the PHOCIS EI Module. However, encounters made by Child Guidance staff will not be entered on the EI PHOCIS Module. The Child Guidance module will be completed as with any other Child Guidance client. Services will be documented on a Billing Charge Data (BCD) form by the clinician and entered into PHOCIS Accounting Reports (PAR) by the Child Guidance clerk. The information currently entered in the OSDE SoonerStart database will continue to be entered the same.

If the Child Guidance provider is the Primary Service Provider on the child’s IFSP, he or she documents an Exit rating for the child on the Child Outcome Summary Form (COSF) when the child exits the program for any reason or transitions at age three if the child has received six months of early

intervention services. The COSF is required to be given to the Lead Clinician for routing for data entry in the OSDE SoonerStart database. The infant or toddler's SoonerStart record is where all documents related to the infant or toddler's early intervention services will be maintained, except for Child Guidance provider documentation. Any documentation by the Child Guidance provider will be maintained in the infant or toddler's Child Guidance/Health Department record.