

1600: ASSESSMENT

Initial Child Assessment

An initial assessment of each infant or toddler with a disability must be conducted by qualified personnel in order to identify the child's unique strengths and needs and the early intervention services appropriate to meet those needs. The assessment of the child must be conducted prior to the IFSP and include the following--

- A review of the results of the evaluation;
- Personal observations of the child; and
- The identification of the child's needs in each of the developmental areas

The initial child assessment is completed by the multidisciplinary evaluation team in conjunction with the SoonerStart eligibility evaluation. Documentation of the child's needs in each of the developmental domains along with clinical observations is recorded in EdPlan under Evaluation in the SoonerStart Eligibility Process Landing Page.

If a child is determined eligible due to an automatic qualifying condition, the initial child assessment must be completed before or at the child's Individualized Family Service Plan (IFSP) meeting by qualified personnel representing the multidisciplinary team. The **Oklahoma Family Interview (OFI) (Appendix BB)** is the assessment tool used to provide the necessary child assessment information. This information should be recorded in EdPlan under Present Levels of Development in the SoonerStart IFSP Process Landing Page. All information from the Clinical Observations/Developmental Needs section under Evaluation of the SoonerStart Eligibility Landing page section will automatically populate to the Present Levels of Development in the SoonerStart IFSP Process once the IFSP date and IFSP begin date are entered and saved on the SoonerStart IFSP Process Landing Page.

Initial Family Assessment

The initial family assessment must be conducted prior to or as part of the IFSP meeting in order to identify the family's resources, priorities, and concerns and the supports and services necessary to enhance the family's capacity to meet the developmental needs of the family's infant or toddler with a disability. The family-directed assessment must--

- Be voluntary on the part of each family member participating in the assessment;
- Be based on information obtained through an assessment tool;
- Include information obtained through an interview with those family members who elect to participate in the assessment; and
- Include the family's description of its resources, priorities, and concerns related to enhancing the child's development.

The Oklahoma Family Resource Assessment (OFRA) Parent Checklist (**Appendix KK**) is the component of the OFI process that meets the requirement for the family assessment and no other assessment tools are necessary. The OFRA will be offered and completed by a family at the intake appointment. In instances where a face-to-face intake was unable to be completed, the OFRA may be

offered/completed by the family at the eligibility evaluation or Initial IFSP (child with an automatic qualifying condition). It will also be offered to and completed by the family as part of subsequent Annual IFSP Reviews. If a family declines to complete an OFRA, they are not declining to participate in the OK Family Interview (OFI) but only a component of the OFI/IFSP development and/or review process. The family's participation in the family assessment process (including completion of the OFRA) is documented on the IFSP/Assessment page in EdPlan. Prior Written Notice is not required if the family declines to participate in the family assessment process.

Information gathered on the OFRA form will be discussed and documented on the IFSP at the Initial and/or Annual IFSP meeting. The RC should review the information provided by the family on the OFRA form and be prepared to explain and discuss any resources, services and/or other community programs the family may potentially be eligible for and/or in need of for their child or family. Resources and/or other community services that are identified as a "need" for the family may be added to the IFSP as a "service coordination" outcome if desired by the family.

Ongoing Assessment

Ongoing assessment includes:

- Periodic reviews of a child's progress toward reaching family-identified IFSP outcomes that address a child's participation in family and community life
- Periodic reviews of a child's unique abilities, strengths and needs that support the development and/or revision of the outcomes on the IFSP and assist in planning for transition.

Ongoing assessment is both a formal and an informal process. Formal procedures for ongoing assessment may include one or more of the following:

- Completing another OFI (OK Family Interview)
- Updating an existing OFI
- Utilizing published developmental profiles or checklists
- Additional health/medical tests and procedures
- Standardized testing and/or
- Structured observations.

Informal procedures may include conversations with parents and caregivers and/or informal observations of the child in his/her daily activities.