

## Tips: On Referring Young Children for Infant Toddler Early Intervention

Early intervention (EI) is for infants and toddlers, from birth to three years of age, and their families. Note: Children in need of EI who are 33 months or older are to be referred directly to Elywn SEEDS 215- 222 -8054.

### What children should be referred for early intervention?

- \* Children who have a diagnosis which has a high probability of resulting in a developmental delay and
- \* Children for whom you have concerns about their development

### What happens once Philadelphia Infant Toddler Early Intervention receives a referral?

Within two days of receiving your referral for a child younger than 33 months, *Philadelphia Infant Toddler Early Intervention (EI)* will contact the family by phone to complete an Intake. If *Philadelphia Infant Toddler EI* is unable to reach the family to complete Intake, you may be called for additional information or assistance. *Philadelphia Infant Toddler EI* will make multiple attempts to contact the family over a period of 10 business days. If unsuccessful, we will inform you in writing that we closed the file although ***you may re-initiate referral at any time.***

When we successfully complete the Intake, we assign the child and family to ChildLink, the Service Coordination entity.

### Referral Outcomes- ChildLink will discuss possible next steps with the family (and may contact you, if you sent in this form):

- \* ChildLink will offer to have an EI service coordinator schedule a visit with the family, to discuss the child's needs and the family's concerns. The family may then decide to go forward with a play-based evaluation (MDE) for their child, or they may decide not to request an MDE at this time.
- \* If you did not send the Ages and Stages Questionnaire (ASQ) summary scores with the referral, ChildLink will conduct an ASQ with the family's permission.
- \* The family may decide not to request Early Intervention and service coordination at this time.
- \* If this is a foster child, the child may be discharged pending receipt of initial consents for EI evaluation and services, or assignment of a surrogate parent. The child's foster care or social worker may need to facilitate this process.

### Next Steps Following an MDE:

- \* If the MDE team (which always includes the family) finds the child ***eligible for EI services***, the meeting will move directly into the development of an **Individualized Family Service Plan (IFSP)**. The service coordinator will follow up to make arrangements for services to begin within 2 weeks of developing the Plan.
- \* There is an additional option that offers monitoring for children in **any of the following "at-risk categories"**:

.... low birth weight (1500 grams) .... Confirmed elevated lead blood level .... neonatal intensive care unit graduate .... substantiated abuse/neglect .... born to chemically dependent mother.

### Things to remember in making this referral

- **Discuss the EI referral with the family.** Share with them the next steps, time frames and possible EI referral outcomes that are described above.
- **Inform Philadelphia Infant Toddler EI about other medical or developmental assessments** (speech, PT, OT, EPSDT or other screenings, neurologicals, feeding evaluations, etc.) that are available.
  - \*Assessments that were done within the past six months can be incorporated into the EI multi-disciplinary evaluation (MDE) to avoid any duplication of evaluation efforts from multiple resources.
  - \*Specify the type(s) of reports available, *on the front of this form (anywhere or in the blank line in the parent consent section)*. If they are your reports, please send with this referral or, with the family's permission, the ChildLink Service Coordinator may request a copy of reports from other sources. For others' reports, include source of report and a phone contact (parent, clinic, etc.) if known.
- You, or the family, may contact Infant Toddler EI with additional information or concerns and you ***may refer the child and family again to Infant Toddler EI at any time.***
- **Use this referral form.** It helps us to know how to get in touch with you to let you know the outcome of this referral.