

Philadelphia Department of Behavioral Healthy and Intellectual disAbility Services

Infant Toddler Early Intervention

Screening in Early Intervention

Policy:

This policy provides guidance on the screening of infants and toddlers and their families who are referred to Philadelphia's Early Intervention (EI) Program. The policy addresses requirements under regulations for Part C of the Individuals with Disabilities Education Act (IDEA) Amendments of 2004 published on September 28, 2011 and OCDEL announcement EI-12#01, Screening, Evaluation and Assessment in Early Intervention.

Procedures:

1. Infants and toddlers that are referred to Philadelphia Infant Toddler Early Intervention will be offered and receive, with parent consent, a face to face developmental screening using the Ages and Stages Questionnaire - 3 (ASQ-3), and Modified Checklist for Autism in Toddlers (M-CHAT – R/F) for children 16 months of age and older as part of the Child Assessment that begins at the Initial Home Visit.
2. The ASQ – 3 and MCHAT – R/F will be conducted by the Service Coordinator during the Initial Home Visit and the findings will be shared with the family.
3. Parents will be informed of their rights and signed consent will be obtained from the parent to perform the screening.
4. The Service Coordinator will provide the parent with written notification of the results of the screening and will review the next steps of the process to determine the child's eligibility for Early Intervention, including their rights if the child is not suspected of having a developmental delay.
5. Each family will be informed that they may request and receive a full Multidisciplinary Evaluation (MDE) at any time during the screening process.
6. The Service Coordinator will leave the Ages and Stages Questionnaire - Social Emotional 2 (ASQ – SE 2) with the family at the Initial Home Visit, explaining that they are encouraged to complete this prior to the Initial Multi-Disciplinary Evaluation (IMDE). At the IMDE, the Service Coordinator will collect and review this information as part of the IMDE. If it was not completed, the Service Coordinator will complete the ASQ – SE 2 with the family at the IMDE.
7. A screening will not be performed by the Service Coordinator if an ASQ-3, ASQ – SE 2 or MCHAT – R/F was conducted and results were forwarded by the referral source (e.g. Physicians). The Service Coordinator will review the findings from these assessments with the family during the home visit and follow the steps 3 and 4 above.

8. A screening will not be performed by the Service Coordinator if the child has a diagnosed physical or medical condition which is likely to result in developmental delay.
9. A child's ongoing service delivery team may use a variety of assessment tools in order to determine the need for additional assessments, strategies or interventions.
 - a. We administer the ASQ-SE 2 every 6 months for children who have an Active IFSP. The COR (Child Outcome Reporter) is responsible for doing the ASQ-SE 2 every 6 months, will support the family to complete the ASQ-SE 2 and will share this information in preparation for the 6 Month and Annual Review.
 - b. For children who have an Active IFSP, teams may also identify social emotional concerns using the ASQ-SE 2 outside of the regularly scheduled time frames. Any member of the team, including the Service Coordinator, can complete an ASQ-SE 2 at any time to document social emotional concerns that arise for the child.
10. The screening process will not delay the required timelines related to conducting an MDE, the development of the Individual Family Service Plan (IFSP) and implementation of Early Intervention services. The timeline requirement of 45 days from referral to initial IFSP meeting still applies.
11. The Service Coordinator will ensure that the screening information is shared before or during the MDE meeting and incorporated into the evaluation report as part of the child's assessment and in the IFSP, if the child is eligible.
12. The Service Coordinator will document exceptional family circumstances, if applicable and ensure that this information is considered throughout the Screening and Eligibility Determination processes.

Staff Training on the Use of Screening Tools and New or Updated Procedures

- Philadelphia Infant Toddler Early Intervention will disseminate information about the use of screening tools, and new or updated procedures to staff within the Infant Toddler Early Intervention community including Early Interventionists and service coordinators. This dissemination will occur through on-line posting of the updated procedure and in-person meetings and presentations.
- As appropriate, Philadelphia Infant Toddler Early Intervention will offer direct training on the use of screening tools and new or updated procedures to staff within the Infant Toddler Early Intervention community, including Early Interventionists and Service Coordinators. This training will occur through direct written communication and in-person meetings and presentations. On-line training resources can also be used.