

EHS Disabilities Documentation Reminders

*If you have a concern about the development of a child in your group, call and discuss with Patti. Use Child Plus notes to indicate that you talked to parents about your concerns before making a referral for further assessment. After we have discussed the situation, and parent has signed to give permission, I (Patti) will fill out the necessary forms and send the information to the appropriate agency or school district for further assessment and evaluation.

*Make notes in Child Plus of attendance at IFSP or other meetings. If you receive a notice directly of an upcoming meeting, be sure to let Patti know. **EHS home visitors are expected to attend these meetings even if it means you have to rearrange your regular home visit schedule.** I will also try to make it to as many meetings as I can.

*Review IFSP on the home visit and document that you did so, on the home visit lesson plan and in Child Plus. Use goals on the IFSP to plan home visit experiences and home activities to be worked on during the week. Document goals on the home visit lesson plan by writing "IFSP goal" behind the activity.

*The ASQ scores are the main way in which I decide whether a child needs further assessment. Please get them turned in as soon as possible. Both should be completed within the first three home visits and sent in as soon as complete. Please do not keep them to turn in with month end paperwork.

* Make note of challenging behaviors that may be observed at the home visit or Busy Buddies. If a behavior problem evolves, discuss with Patti.