

Early Childhood Statewide Connect Line: 1-800-692-7288



Infant Toddler Early Intervention

(Children Birth to 3)

Referral Line: 215 – 444 – 2828

OR

Contact the Infant Toddler Service Coordination

Agency in your area:

Upper Bucks
Penn Foundation
267- 404- 5069

Central Bucks
Lenape Valley Foundation
267- 893 -5402

Lower Bucks
Merakey
215-752-5760

TIMEFRAME

~**Initial Call: Family is linked** to an Early Intervention Service Coordination Agency in their area **and speaks to a Service Coordination Supervisor**. Families are informed about screening and the Multi- Disciplinary Evaluation.

~**Within 2 business days- service coordinator will be assigned** and will contact the family

~**Within 7 days** of the service coordinator being assigned, **an initial home visit will occur**.

~**Within 45 days of the referral evaluation activities are completed**, eligibility is determined and an Individual Family Support Plan (IFSP) is developed for eligible children.

~**Services are implemented within 14 days** of the IFSP development.

Service Coordination Activities that occur between the initial call and the Evaluation:

- Initial home visit is held. Service Coordinator shares information about Early Intervention with the family; gathers information about the family and child's routines, activities, concerns and priorities, obtains permission to evaluate; and schedules the Evaluation (MDE).
- Provide the family with additional resources to pursue while awaiting evaluation.
- Assists family with obtaining necessary medical necessity (prescription) and assist with medical assistance application.



Preschool Early Intervention

(Children 3-5)

215-348-2940 ext. 1716

www3.bucksiu.org

TIMEFRAME

~**Initial Call: within 3 weeks of the call, a screening** is scheduled at a local Bucks IU location.

~**A screening** is held to determine if further evaluation is needed. If the child does not pass the screening, a referral is issued to a diagnostic team and a Permission to Evaluate is issued as soon as possible (timeframe may vary).

~Once the Permission to Evaluate is signed, the diagnostic team has **60 days** to complete the **evaluation**

~ If the child is eligible, an **Individual Educational Plan (IEP) is developed within 30 days and services are implemented within 14 days**.

Activities that occur following the initial call to the Bucks IU:

- A screening is scheduled at a BCIU location, if score recommends further evaluation a referral is submitted to the diagnostic team. Information is shared with the family regarding timelines and contacts for questions during the process.
- The child is evaluated, if determined to be eligible for services (25% delay and need for specially designed instruction), an IEP is developed and issued to the family.
- Information regarding Medical Assistance (MA) is shared along with the contact information for the IU MA coordinator.
- Services are to be implemented in 14 days, if this does not occur the family has been given contact information to check the status of services.



Early Childhood Mental Health (ECMH)
Southeast Regional Key
267-773-4400

<http://www.seregionalkey.org/supports/early-childhood-mental-health>

TIMEFRAME

~**Initial Contact:** Parent can reach out to a provider or directly to the Southeast Regional Key (SERK). A provider can reach out directly to the SERK.

~**Response time/assignment** is contingent on the waitlist.

~**Within 36 hours of the case being assigned, the provider is contacted.** A phone conference is conducted with the provider and the parent/family is contacted by the ECMH.

~**2 observation visits** of the child in their educational environment are scheduled.

~**Within 4-6 weeks** of the case being assigned, **a meeting with the family is held** to develop action plan.

~**After the action plan meeting:** ECMH provides consultation follow up based on goals of the action plan.

What's available through ECMH:

- While on the waitlist, free professional development tailored to program's requesting ECMH is offered.
- ECMH Consultants will assist families in accessing Early Intervention services or behavioral health.
- ECMH provides technical assistance and professional development for the teachers, and supports to access to community services for families.
- Additional ECMH resources can be found at <http://www.seregionalkey.org/resources>

EARLY INTERVENTION TIMELINES TIP SHEET



Are you looking to support a
child and family in your program?

The following information will guide you on
who to call and expected **timelines** for
processing the request for
screenings, evaluations and services.

Created by :
**The Bucks County Quality Child Care Coalition
Inclusion Workgroup**