

Introduction to Minnesota Infant and Toddler (Part C) Service Coordination Modules **Minnesota Centers of Excellence for Young Children with Disabilities**

Background Information:

In an effort to establish consistent statewide Service Coordination for families of young children with disabilities, the Minnesota Department of Education, Early Learning Services identified a need for statewide training for Service Coordination. A Needs Assessment Survey was conducted in 2010 to determine current practices and identify needs in the field of Infant/Toddler Intervention (Part C) with regard to Service Coordination.

Minnesota Needs Assessment Findings that Relate to Service Coordination:

- 62% of respondents indicated Service Coordination was one of the most needed areas of training
- 72% of respondents indicated their school district did not provide training in Service Coordination
- Open-ended comments indicated a need for training to address infant and toddler service providers' due process responsibilities as well as Service Coordination duties as defined by law.
- Overall, the data from the survey supported the need for training in Service Coordination in Infant and Toddler Intervention (Part C) programs. (Blaska, Haak, & Schoepf (2010))

Purpose: This series of modules was designed for staff development

Audience: Anyone working in Early Intervention and who could potentially be assigned to be a Service Coordinator:

- Infant and Toddler Service Providers
Early Childhood Special Education Teacher,
Occupational or Physical Therapist,
Speech Language Clinician,
- Teachers of the Visually or Hearing Impaired or Teachers of Deaf Blind
- Supervisors of Early Intervention
- Public Health Nurse
- Higher Education Faculty
- Others Interested in Service Coordination

Content of the Six Training Modules:

1. Implementing Service Coordination in Minnesota

Focuses on:

- Federal law and regulations and Minnesota state statutes that mandate Service Coordination outlining **required services and activities**
- Minnesota **Help Me Grow**
- **Models** of Service Coordination
- **State Performance Plan,**
- **Child and Family Outcomes.**

2. Important Concepts in Understanding and Working with Families

Emphasizes:

- **Understanding families** with young children with disabilities, and strategies for **communicating and working effectively** with families

3. Evidence-Based Practices in Early Intervention

Looks at:

- Federal law and regulations and Minnesota state statutes **related to Evidence Based Practices**
- Beliefs and Evidence-based practices that shape **how services and supports are delivered to families**

4. Referral / Intake / Evaluation

Reviews:

- Federal law and regulations and Minnesota state statute **related to Referral/Intake and Evaluation**
- Practices that **influence** referral, intake and evaluation in Early Intervention **while supporting families.**

5. Individual Family Service Plan (IFSP) Development

Focuses on:

- Federal law and regulations and Minnesota state statute **related to IFSP Development**
- Role of the Service Coordinator in the **development of the Individual Family Service Plan (IFSP).**

6. Transitioning Out of Infant and Toddler Intervention (Part C) Module 1

Reviews:

- Federal law and regulations and Minnesota state statutes **related to transition**
- Mandates required for **transitioning out of Early Intervention, while supporting the child and family during this challenging time.**

How to use the modules:

- The six modules can be viewed as a series, or each module can be viewed independently for training purposes.
- Each module takes approximately 20-30 minutes
- Some modules include handouts and/or checklists to provide additional information on specific topics.
- Module 4 introduces a **Service Coordination Checklist** to be used in modules 4, 5, and 6 by Service Coordinators to self-monitor Service Coordination responsibilities.



Importance of Supporting Families

One of the purposes for Service Coordination is to support families, throughout the entire Part C process.

Federal regulations and Minnesota state statutes mandate that the, infant or toddler with a disability and the child's family receive the services and rights, including procedural safeguards required under Part C."

(34 C.F.R. 303.34)

To stress the importance of supporting families, Module 2 has been dedicated to understanding and working with families who have young children with disabilities.

Throughout Modules 4, 5, and 6, a family support symbol (see above) has been added to information to **alert** you that it is specific to supporting families.

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