

IDP REPORTS Protocols & Guidelines

Initial Assessment Reports

Initial reports are either:

- 1) Completed by a different agency and we get the child referred to us for therapy.
 - a. The authorization is for treatment; schedule them and start treatment and then we do all of the remaining assessments through the child's program completion)

- 2) We get an Assessment Authorization to do the Evaluation
 - a. Assigned to SLP who contacts family for availability, schedules the assessment, completes the report, provides a final draft to another SLP to proof-read, submits the report to OA to submit to the CSC by the date indicated on the face/contact sheet.

Require:

Standardized testing: DAYC-2, REEL-3

HELP Strands – Social Emotional

Recommendations

Recommended goals for Treatment

Progress Reports

Progress Reports (some CSCs call them "Transition Reports" which is confusing):

- Are required on the child's half birthdays: 18 mos. & 30 mos.
- Due 1 month before that birthdate

Require:

- Current Levels – Rossetti (standardized testing is not required)
- HELP Strands – Social Emotional (if CDS)
- Recommendations (include any recommendations for increase/decrease/any change in services)

Progress on individual goals is not required – They only want current levels of functioning. Our protocol will be that we will make a general statement about progress (as well as to document any barriers to progress, e.g. attendance, behavioral challenges, etc.).

Sometimes, a PR can “come up” very quickly. For example, if a child was just initially evaluated at 15 months and he is turning 18 months but you’ve only seen him a few times, we can email the CSD something like, “I have only seen the child 3 times and do not have sufficient data on which to provide a valid PR/level.” or possibly, “The child’s initial evaluation was just completed x weeks ago...”

Annual Evaluation Reports

Annual Eval

- Is completed on a child’s 1 and 2-year birthdays (12 months (we haven’t/rarely get this little) or 24 months)
- Is due 1 month before that birthday/date

Require:

Standardized testing: DAYC-2, REEL-3

HELP Strands – Social Emotional (If CDS)

Recommendations

Closing/Termination Report

Closing/Termination Report:

- Due 1 month before the child’s 3rd birthday (36 months)

Required:

Standardized testing: DAYC-2, REEL-3

HELP Strands – Social Emotional (if CDS)

Recommendations

Speech Only and CDS Only

Speech Only: Communication Domain from the DAYC-2

- If for some reason we have Speech only client and they are not receiving any CDS from anyone – we have to do a full developmental (RC needs a complete picture)

If Speech *and* CDS both ABC: all Domains DAYC-2, HELP Social Emotional

If Speech ABC but CDS Outside: We assess only Communication (Speech/Language) Domains

- e.g. – Client A only receives Speech from BLC. He gets CDS from another agency. We assess speech/communication.

If CDS ABC but Speech Outside: All Domains DAYC-2, and HELP Strands

They require CDS to complete the whole DAYC-2 e.g. Do not omit the communication part under the assumption that outside speech would cover that piece.

However, if ABC decides to use a different measure for global development that *doesn't* include communication then we would not have to augment the speech portion in that case. They are trying to ensure that a child isn't just receiving CDS and not speech yet and that area not be measured.