

EI/ECSE Annual Program Self-Assessment

Instructions: Complete this self-assessment annually. For each item, provide a brief description of your current practice or system. Then from the drop down menu, select the level that best reflects your implementation.

- **Emerging Practice** – Implementation is in the early stages; practices are developing and may not yet be consistent across all areas or staff.
- **Proficient** – Implemented with fidelity, minor improvements needed
- **Expert** – Fully integrated and effective system in place

1. Evaluation and Eligibility (EI & ECSE)

Q1. What processes are in place to ensure all evaluations are multidisciplinary and assess all areas of suspected delay or disability?

☞ *Short answer:*

Emerging Practice Proficient Expert

Q2. What procedures does your program use to ensure that informed parental consent is obtained prior to conducting evaluations, and that eligibility determinations are made by a team that includes all required participants?

☞ *Short answer:*

Emerging Practice Proficient Expert

2. IFSP Development & FAPE (EI & ECSE)

Q3. What steps does your program take to ensure all required IFSP team members are present and that families are supported to participate in decision-making?

☞ *Short answer:*

Needs TA Proficient Expert

Q4. How are services documented in the IFSP (method, amount, frequency, location, duration, start date), and what steps are taken to ensure clarity?

 *Short answer:*

Emerging Practice Proficient Expert

Q5. How are required special factors (e.g., vision, hearing, behavior, AT, communication) considered and documented?

 *Short answer:*

Emerging Practice Proficient Expert

3. Natural Environments (EI only)

Q6. How does your program ensure services are provided in natural environments (e.g., home, child care, community settings) and that any service delivered in a non-natural environment is based on the child's individual needs and clearly justified?

 *Short answer:*

Emerging Practice Proficient Expert

Q7. How does your program ensure that IFSP goals and strategies are routines-based, functional, and developed in partnership with families to support children's participation in daily activities and interactions with their families and peers?

 *Short answer:*

Emerging Practice Proficient Expert

4. Service Implementation (EI & ECSE)

Q8. Describe your process to monitor whether services begin on time and are provided according to the IFSP?

 *Short answer:*

Emerging Practice Proficient Expert

Q9. What is your process for reviewing and responding when a child is not making sufficient progress toward IFSP/IEP goals, including how data is used and how the team determines whether changes to services or strategies are needed?

 *Short answer:*

Emerging Practice Proficient Expert

5. Early Childhood Outcomes (EI & ECSE)

Q10. What steps does your program take to ensure present levels and goals are individualized, functional, and aligned with the three child outcome areas?

 *Short answer:*

Emerging Practice Proficient Expert

Q11. How is progress toward goals measured, documented, and shared with families?

 *Short answer:*

Emerging Practice Proficient Expert

6. Least Restrictive Environment & Inclusion (ECSE only)

Q12. How does your team implement and monitor placement decisions made to ensure children are served in settings with typical peers to the maximum extent appropriate?

 *Short answer:*

Emerging Practice Proficient Expert

Q13. What process is in place for your program to document and explain time spent away from nondisabled peers?

 *Short answer:*

Emerging Practice Proficient Expert

7. Service Coordination (EI only)

Q14. What processes are in place to ensure effective service coordination, including referrals and tracking access to medical or community services?

 *Short answer:*

Emerging Practice Proficient Expert

Q15. How does your program verify that procedural safeguards are shared and understood throughout the IFSP process?

 *Short answer:*

Emerging Practice Proficient Expert

8. Discipline (ECSE only)

Q16. What methods does your program use to track removals and ensure appropriate supports and protections are in place for children with disabilities?

 *Short answer:*

Emerging Practice Proficient Expert

9. Timely Services (EI only)

Q17. What steps does your program take to ensure that all services begin within 30 days of the parent signing the IFSP?

 *Short answer:*

Emerging Practice Proficient Expert

10. Continuous Improvement (EI & ECSE)

Q18. What system does your program use to identify areas for technical assistance, training, or systemic improvement?

 *Short answer:*

Emerging Practice Proficient Expert