

# 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

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## 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

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### 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

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### 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

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## 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

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## 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

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## 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

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## 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

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## 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

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## 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