

Interim Individualized Family Service Plan

A child may have an Established Condition or an urgent need that indicates services need to begin prior to completion of the initial multidisciplinary evaluation. In these instances, the Service Coordinator establishes an Interim Individualized Family Service Plan (IFSP).

Service Coordinator Responsibilities

The Service Coordinator performs the following to establish an interim IFSP:

- Meets with the family, identifies needed services, and completes Outcomes and Strategies on an IFSP document.
- Obtains parent/guardian's written Consent prior to carrying out the services by having the parent/guardian sign the IFSP document.
- Obtains physician's signature on the IFSP document, as appropriate, and if required by the reimbursement source.
- Assures the interim IFSP contains the name of the Service Coordinator responsible for the implementation of the IFSP and the services that are determined to be immediately required.
- Assures family assessment and evaluations are completed within the forty-five (45) day time line.