

 Early Intervention Services



Family Handbook

20 East First Street
New Bremen, OH 45869
Phone: 419.629.2419

1045 Dearbaugh Street
Wapakoneta, OH 45895
Phone: 419.739.9647

Toll Free: 877.977.6733

Early Intervention Services

A collaboration of Auglaize County agencies including the Board of Developmental Disabilities, the Educational Service Center and Help Me Grow.



For questions about eligibility contact the
Help Me Grow Coordinating site at:
419.738.3410 or 1.800.531.6134

For questions about specific services contact the
ABC Early Intervention at:
419.629.2419 or 1.877.977.6733



Terms

Service Coordinator: is a person from Help Me Grow assigned to assist in coordinating services for children and their family through Help Me Grow.

Primary Service Provider: The primary Early Intervention contact for your family, the lead for team meetings, and the liaison with the rest of the team. They will be the person to assist the parents in developing meaningful strategies that will support their child to meet his or her potential.

Early Intervention Specialist: A professional, certified by the Ohio Department of Developmental Disabilities, trained to develop and implement a program which works to enhance a child's developmental needs birth–age 3.

Physical Therapy: Therapy designed to work with movement of muscles, strength, and coordination and to attain new motor skills.

Occupational Therapy: Therapy aimed to help with development and improvement of young children's fine motor, sensory and self-help skills to function independently.

Speech Therapy: Therapy to improve speech communication and language skills as well as improve oral motor ability such as feeding.

Natural Environment: A setting that is natural or typical for the same aged infant or toddler without a disability.

“**IFSP**” means **individualized family service plan**, a written plan for providing early intervention services to a child. An IFSP identifies current levels of development, strengths, and needs for a child and their family, it describes goals, services, resources and the coordination that will support those outcomes.

Transition: This is a process the parent and team use to help children change from one program to another program or service that best meet the needs of the child.

SSA: County Board Service and Support Administration Staff.



Welcome to ABC Early Intervention Services

In order to make you and your child's time with Early Intervention a more pleasant experience, we have prepared this handbook as a guide to issues that may concern you as a parent.

When you first met your Early Intervention Team, you were given an intake packet of papers. Most of the paperwork was required to be returned prior to your child's enrollment. *We strongly urge you to return these papers as promptly as possible.* The supportive Personnel Prescription Form is required before the Physical Therapist can observe your child. All forms must be renewed yearly or services will be discontinued.

Early Intervention serves children who have a developmental delay or disorder. These services include assessments, intake and referral, speech and audiology, occupational therapy, physical therapy, and nursing assessment as necessary.

Participation in Early Intervention Program is voluntary. Our goal is to assist you in helping your child advance to the level of development of other children of their age.

The program will pursue parent and family involvement through a schedule of coaching sessions with caregivers, and by other means as identified in the individual family service plans {IFSP} for the child and family being served.

The program will continue the transition of children to other services in the community as needed when children turn three years of age.

MISSION STATEMENT

ABC Early Intervention Services is committed to supporting and empowering families, while building their capacity to enhance children's learning and development within everyday experiences.

Early Intervention Program

We believe that each family wants to provide a learning environment for their child. We believe that Early Intervention can make a positive difference in the lives of children and their families. We view parents and the Early Intervention Team as partners who recognize and value the knowledge, skills and feelings of one another. Open communication between parents and team members is of utmost importance.

Early Intervention Services can occur in the natural environment settings such as: the family home, playgroups, or daycare settings, to the maximum extent appropriate per federal Part C requirements of IDEA (Individuals with Disabilities Education Act). Services are provided by the Early Intervention Team and include activities that focus on the individual strengths and needs of the child and family. Visits will be made at a time and place convenient for you and your family.

Children learn every day all day long, during any interaction you have with your child. Having opportunities to practice and play with people who love him/her, is the best kind of learning.

Remember-you are the expert when it comes to your child and your family!



Our Focus

Family focused: Services are provided in the home and/or other location the parent chooses and typically at times that are convenient for families.

Coaching with compassion: Children learn best from someone they have a relationship with like parents/caregivers. By coaching parents, we focus on their strengths; we support and empower parents to meet their child's unique developmental needs.

Parent's Priorities: Services will focus on what is important to the parents/family. The Early Intervention Team will help parents to address challenges they encounter during daily routines, such as bath time, meal time, and dressing.

Play: Children learn through play. We know that if a child likes doing something they will do it more often promoting development. So we assist

parents in identifying the child's interest to create fun learning opportunities through play and other daily activities.

Plan: At the end of each visit, the parent and team member will develop a plan to continue development for the child during family activities and routines. The plan and strategies will be discussed at each visit for ongoing continued development.



Hours of Operation

The Auglaize County Board of Developmental Disabilities ABC Early Intervention program hours are Monday through Friday 8:00am-4:00pm. These hours are flexible based on the individual need of the family and the availability of the Early Intervention Team to accommodate these needs outside of the set hours.

Attendance Procedure

As a parent/guardian, you have agreed to be part of the Early Intervention program through Auglaize County Board of DD (ABC Early Intervention) as outlined in the IFSP. You understand you must contact the main office at 419.629.2419 if you are unable to keep the appointment as scheduled in events of illness, emergencies, vacation, etc. I understand that this is my responsibility.

If the Early Intervention Team is not able to complete three (3) consecutive scheduled visits without a contact from you, (a letter of intent will be sent to you for determination of services).

Changes of Address and/or Telephone Number

Please report to the office or to your Primary Service Provider any changes of your address or phone number as soon as possible for the continuation of services.

Team Meeting

The Early Intervention Team and the Help Me Grow Team will meet weekly to discuss families/children that are being served. Every family's plan is reviewed at least once every 3 months. Parents are welcome to participate

in this meeting. You can either attend, e-mail or call with any information you would like brought before the team for discussion.



Cost

Early Intervention services in Auglaize County are funded through local, state and federal tax dollars so there is no out of pocket cost for those who qualify for the services. Local dollars are provided through the Auglaize County Board of Developmental Disabilities.

Sick Child or Family Member

Visits for sick children/family members should be cancelled and re-scheduled due to any of the following:

- A. If your child is running a fever, even a low-grade fever, temperatures of 100 when in combination with other signs of illness.
- B. Unusual spots or rashes
- C. Diarrhea/more than abnormally loose stool within a 24-hour period
- D. Vomiting (two or more times within a 24 hour period)
- E. Evidence of lice, scabies, bed-bugs, or other parasitic infestation
- F. Severe coughing, causing child to become red/blue in the face or to make a whooping sound.
- G. Difficulty or rapid breathing
- H. Conjunctivitis /Pick Eye



In the event that your child has been out for 3 consecutive visits and under a doctor's care, your child will need a written doctor's release for the staff to return for visits

**Please call the Early Intervention program to cancel at:
419-629-2419 ext. 100**

Staff illness: If the staff are or become ill, the family will be contacted and the visit will be re-scheduled.

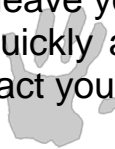
Weather

In the event of inclement weather, visits may be cancelled depending on the conditions of the roads. The family will be notified and the visit will be re-scheduled as soon as possible.

Reporting of Incidents

All providers of services either contracted or employed by the county board are required by law to report unusual incidents involving any individual eligible for and receiving a county board service. Certain incidents such as broken bone(s), more than five stitches, suspicion of neglect or abuse or certain types of medical intervention, may be considered a major unusual incident or MUI. An MUI investigation does not necessarily indicate any wrongdoing on the part of the parent and/or care provider. This is a requirement to insure the health and safety of all individuals served in the County Board program. The MUI will be submitted to the Ohio Department of DD. If your child's EI staff is aware of any of the above circumstances, they are required by law to report them to the designated Service and Support Administrator (SSA) of the county board.

SSA staff is also available for crisis assistance on a 24-hour basis. If your family has an afterhours emergency requiring immediate attention, you may contact an on-call worker. Simply dial the Auglaize County Board at 419.629.2419 or toll free at 1.877.977.6733 and follow the prompts. After you leave your name and contact number, the on-call SSA will call you back as quickly as possible. For all other non-emergency situations, you may contact your service coordinator.



Family Support Services

Family Support Service is a program that provides supports, services and help to enable a family to care for their family member with disabilities at home and enhance the quality of life for that family, including the individual with developmental disabilities. The FSS program is administered through the County Board of DD. The funds are provided through the state legislature and distributed by the Ohio Department of DD. For further information, please contact your Service Coordinator or Primary Service Provider.



STATE OF OHIO
THE RIGHTS OF
DEVELOPMENTALLY DISABLED PERSONS
(Ohio Revised Code Section 5123.62)

Section 5123.62: The rights of developmentally disabled persons include, but are not limited to:

- A. The right to be treated, at all times, with courtesy and respect and will full recognition of their dignity and individuality;
- B. The right to an appropriate, safe, and sanitary living environment that complies with local, state and federal standards and recognizes the person's need for privacy and independence;
- C. The right to food adequate to meet accepted standards and nutrition;
- D. The right to practice the religion of their choice or to abstain from the practice of religion;
- E. The right to timely access to appropriate medical or dental treatment;
- F. The right to access to necessary ancillary services, including but not limited to, occupational therapy, physical therapy, speech therapy, and behavior modification and other psychological services;
- G. The right to receive appropriate care and treatment in the least intrusive manner;
- H. The right to privacy, including both periods of privacy and places of privacy;
- I. The right to communicate freely with persons of their choice in any reasonable manner they choose;
- J. The right to ownership and use of personal possessions so as to maintain individuality and personal dignity;
- K. The right to social interaction with members of either sex;
- L. The right to access to opportunities that enable individuals to develop their full human potential;
- M. The right to pursue vocational opportunities that will promote and enhance economic independence;
- N. The right to be treated equally as citizens under the law;
- O. The right to be free from emotional, psychological, and physical abuse;
- P. The right to participate in appropriate programs of education, training, social development and habitation, and in programs of reasonable recreation;
- Q. The right to participate in decisions that affect their lives;
- R. The right to select a parent or advocate to act on their behalf;
- S. The right to manage their personal financial affairs based on individual ability to do so;
- T. The right to confidential treatment of all information in their personal and medical records;
- U. The right to voice grievances and recommend changes in policies and services without restraint, interference, coercion, discrimination, or reprisal;
- V. The right to be free from unnecessary chemical or physical restraints;
- W. The right to participate in the political process;
- X. The right to refuse to participate in medical, psychological, and other research or experiments.

If an individual who is developmentally disabled (or any other person) believes that his/her rights (as written here) have been violated, he/she (or other person) may bring the violation to the attention of the appropriate service provider or may report the violation to any of the following agencies:

The Auglaize County Board of Developmental Disabilities
20 E. 1st Street
New Bremen, OH 45869
(419)-629-2419

The Ohio Department of Developmental Disabilities
30 E. Broad Street
Columbus, OH 43215
Toll free Hotline: 866-313-6733

The Ohio Legal Rights Service
8 E. Long Street; 5th Floor
Columbus, OH 43215



Developmental Specialist

Kim Jolly



Early Intervention Therapists

Abby Lammers-Occupational Therapy

Anna Poling-Speech-Language Therapist

Krista Coppess-Physical Therapy

LaRita Condon-Speech-Language Therapist



Program Support Specialist

Vicki May

Early Intervention Coordinator

Melissa Kaup



Superintendent

Renee Place