

Definitions

IFSP: Individualized Family Service Plan

An IFSP is the plan written by a team, including the parents, for a child eligible for TEIS. A family may invite family members, friends, and/or advocates to the meeting. Outcomes, measurable goals expected to be achieved for the child and family, are written and monitored in the months ahead. Supports and/or services are identified at this meeting. It is the responsibility of the lead agency (Department of Education) to determine the appropriate provider of a particular early intervention service, including how service will be delivered.

Service Coordinator: A service coordinator is an early intervention professional employed by the State of Tennessee assigned to a family to coordinate their early intervention experience with TEIS.

TEIDS: Tennessee's Early Intervention Data System

All TEIS records are maintained electronically on a web-based system called TEIDS. Only staff and providers working with your child and family or in a leadership position may access your records.

TEIS: Tennessee's Early Intervention System is a voluntary education program. The program is governed by Part C of the Individuals with Disabilities Education Act (IDEA). Every state has a Part C program and establishes its own eligibility rules. Please refer to the TEIS Questions & Answers brochure for additional information.

Transition: Three to nine months before a child's third birthday, every family will have time with their service coordinator to discuss options for when their child turns three years of age and exits TEIS. This is also the time for families to participate in a meeting with their local education agency (LEA) if they are interested in pursuing the possibility of special education services. A meeting with the LEA must take place 90 days before the child's third birthday.

For more information, visit the sites below:

www.tn.gov/education/teis

www.kidcentraltn.com

www.vkc.mc.vanderbilt.edu/vkc/pathfinder/

education



Tennessee Early Intervention System: Growing Together... Little by Little

What to expect if your child is eligible for Tennessee's Early Intervention System.

Early Intervention is crucial for providing an educational foundation for children with special needs.



Tennessee Early Intervention System



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Learn more and contact us:
tn.gov/education/teis
1-800-852-7157

Traveling Through Tennessee's Early Intervention System

START

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| <p>Step 1 A parent, doctor, or anyone concerned about a child's development calls TEIS to make a referral. The family is provided a Q & A brochure.</p> | <p>Step 2 The family is called by district staff.</p> | <p>Step 3 Intake Meeting. The Family is introduced to Part C in Tennessee as well as voluntarily participating in a developmental screening or discussion regarding an eligible diagnosis.</p> | <p>During the intake meeting, if the family chooses to continue, the following will be discussed:</p> <ul style="list-style-type: none"> • Principles of Early Intervention • Rights of Infants and Toddlers • The important role of parents and caregivers • TEIS as payor of last resort • Eligibility and IFSP process |
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| <p>Step 7 Initial IFSP Meeting</p> | <p>Step 6 If not eligible, a family may re-refer at a later time. If eligible, a family assessment will be completed with the family prior to the IFSP.</p> | <p>Step 5 Determining eligibility using diagnosis or results of Developmental Evaluation and required medical</p> | <p>Step 4 Developmental Evaluation, Hearing Screening and Vision Screening</p> | <ul style="list-style-type: none"> • Authorization for Release or Use of Information form • Social security number and other information • Targeted Case Management, insurance and/or other coverage |
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| <p>Step 8 (Optional) A family may make a written request for an IFSP review if they have concerns regarding their supports, services, or outcomes.</p> | <p>Step 9 The IFSP is reviewed at a minimum of every six months.</p> | <p>Step 10 An annual IFSP is written one year after the initial IFSP and a year after that if applicable. Preparation for an annual IFSP includes a new developmental evaluation and updated medical records.</p> | <p>Step 11 Transition Meeting</p> | <p>Step 12 A child and family are no longer eligible for Part C (TEIS) on the day the child turns three years of age.</p> |
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FINISH

