**IFSP Procedure**

XXX Training/ Onboarding:

* Watch UEN Canvas BWEI IFSP training
  + 7 principles
  + Foundational Pillars (family centered, children’s learning, natural environments, adult learning, quality teaming)
* Review examples and non-examples from Up to 3 (Sue and Marla create and include in this template
* Review Service coordination Toolkit case study <http://kskits.dept.ku.edu/Toolkit_eCourse/Lesson_5_Dev_Eval_IFSP/Lesson_5_Dev_Eval_IFSP_print.html>
* Watch Btots training: in handbook
  + Review Up to 3 IFSP Policy in handbook
  + Review IDEA role of Service coordinator
  + List any PowerPoint or handouts
* View several of the video clips xxxxxx
* Identify if group training may be available.
* Read xxx handouts or articles. Keep for reference.
* Read the contents of the entire IFSP folder in Up to 3 Handbook. Read entire IFSP instruction sheet in the folder. Always seek feedback, mentoring and/or coaching from a peer service coordinator.
* Practice:
* Practice entering information from a completed IFSP into the btots practice site (mdsc.btots.com.) password trainmonyr ex trainoct20
* Practice leading a mock IFSP while entering information in btots practice website
* Video yourself completing an IFSP with a family and rate yourself on the practice checklist
* Submit a video to program consultant for review.

Get Started

1. Make
3. Recap
4. Next steps

Checklists: Virginia : file:///C:/Users/marla/Downloads/checklist6\_ifsp\_implementation.pdf

Indiana file:///C:/Users/marla/AppData/Local/Temp/51919.pdf

**XXX Checklist**

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| Interviewer: Date: | Never | Some-times | ½ of the time | Often | Always |
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Personal Goals: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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