##### POSM Protocol R1-01: Individualized Supports and Services

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| Category | Child and Family Outcomes |
| Purpose | IFSP outcomes, goals and services clearly connect to child and family assessment information gathered throughout referral, intake and ASP. |
| IDEA Foundation(s) | [34 CFR § 303.342](https://www.ecfr.gov/current/title-34/section-303.342) – Procedures for IFSP development, review and evaluation |
| Local Part C Contract Requirement(s) | 2.1.2.b.(4) – [LSM roles and responsibilities] … Working in partnership with families, agencies and professionals to maintain a local service delivery system that provides individualized, family-centered supports and services for all eligible children and their families. |
| Responsible Party | Part C monitoring team |
| Frequency and Method | 1x/POSM cycle; desk audit and interview(s) |
| Data Source(s) | * State data system (TRAC-IT) with supporting documentation provided by locality (if not readily accessible in TRAC-IT) * Interview(s) |
| Amount of Data | * Case review(s); determined by annualized child count: 1-200 = 15 records; 201-500 = 22 records; 501+ = 30 records * Interview(s); varies by locality; determined by Part C monitoring team with LSM input to ensure local representativeness across families and providers |
| Compliance Criteria | Evidence of requirement(s) (above) as demonstrated by:   1. IFSP outcomes clearly connect to child and family assessment information, including family priorities, and provide a foundation for evidence-based service delivery (through coaching and natural learning environment practices). 2. IFSP goals and outcomes are functional and measurable. 3. IFSP services appear reasonable in order to meet the needs of the child and family and achieve identified outcomes. |
| Monitoring Summary | The Part C monitoring team identifies a representative sample of local cases to be reviewed, selecting from the 3-month period immediately preceding initiation of local POSM. Utilizing a review tool for consistency, team members look for connections from intake through ASP to IFSP development to ensure family priorities and concerns are reflected. The team also looks for measurable goals and outcomes, as well as IFSP services that appear reasonable to meet the needs of the child and family.  From this representative sample of cases, a smaller sample of families, service coordinators and direct service providers is selected for follow-up interviews. During each interview, team members are listening for commonalities of experience that support case review findings and/or inconsistencies that may indicate the need for further technical assistance and follow-up. |
| Required Action(s) | * If all (100%) records reviewed meet compliance criteria c AND 80% or more of records reviewed meet compliance criteria a and b, no further action(s) required.   -OR-   * If fewer than all (100%) records reviewed meet compliance criteria c, and/or if fewer than 80% of records reviewed meet compliance criteria a and/or b, the locality must within ninety (90) days of notification of finding(s) develop a process (for SLA review and approval) to improve performance and subsequently implement identified improvement activities as soon as possible but in no case later than nine (9) months post notification of finding(s). |
| Revision History | Original: 2024-10-10 |