

Ohio Early Intervention

**Annual Redetermination of  
Eligibility and Assessment  
during the COVID-19 State of  
Emergency**

[www.ohioearlyintervention.org](http://www.ohioearlyintervention.org)

## **Ohio Early Intervention**

During the COVID-19 state of emergency, DODD's primary goal is to protect families and Early Intervention (EI) providers. Health and safety restrictions and best practices make it difficult or impossible to have face-to-face contact with families, so this document provides step-by-step guidance for local EI providers about how to complete the annual redetermination of eligibility and assessments using technology.

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**Department of  
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# Annual Redetermination of Eligibility and Assessment during the COVID-19 State of Emergency

## **Reminder: Annual Redetermination of Eligibility**

Before coordinating the annual assessment for program planning, the EISC must look at how the child was determined eligible for Part C.

Children made eligible due to a diagnosis on the list (Appendix C) or developmental delay on evaluation tool do not need their eligibility re-determined and can move directly to the annual assessments.

Children made eligible via diagnosis on the form (EI-12) or Informed Clinical Opinion (ICO) must have their eligibility re-determined each year before completing the child's annual Individualized Family Service Plan (IFSP). If a child is due to have eligibility re-determined during the state of emergency, the EI service coordinator (EISC) should attempt to obtain an updated diagnosis on the form (EI-12) or coordinate an evaluation consistent with DODD's "Completing EI Eligibility Process during State of Emergency" guidelines [here](#)<sup>1</sup>.

If the EISC is unable to obtain an updated diagnosis on the form (EI-12) due to the state of emergency (e.g., the child's physician's office is closed or working very limited hours), DODD is waiving the requirement to re-determine eligibility for these children during the state of emergency. Similarly, if the EISC cannot coordinate a new evaluation because the family does not have access to video technology, DODD is waiving the requirement to re-determine eligibility for these children<sup>2</sup>. The child will be eligible for another year, and EISCs should proceed to coordinating the annual assessments. The EISC must document all eligibility re-determination activities in case notes.

## **Annual Assessment**

All children must have an annual multidisciplinary child assessment and all families must be offered an opportunity to complete an annual family assessment. EISCs should document all steps.

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1. <https://dodd.ohio.gov/wps/portal/gov/dodd/about-us/communication/news/news-early-intervention-eligibility-coronavirus>

2. Please refer to the "Annual Assessment 'if this, then this' document for instructions about how to enter data into EIDS when the annual redetermination of eligibility is not completed.

- Child assessments do not require the use of a tool and can be completed via observation and other methods.
- Family assessments do require a tool, but the tool can be completed using technology, including audio-only technology. Follow current rule and guidance.
- Prior written notice must be provided and consent obtained for both the child assessment (EI-02) and family assessment (EI-03). In cases during the public emergency where an electronic or paper signature is not feasible, ensure the parent has a copy of the completed form and document the parent's consent via other means (e.g., an e-mail or text from the parent).

Teams should use all available information—including current and past observations, record reviews, visit notes, team consults, and other information from ongoing assessment activities—to conduct the required annual child and family assessments during the state of emergency. Teams should continue to identify the child's strengths and needs in all five developmental domains, inform the development of IFSP outcomes, and determine needed EI services and supports.

## **Tips for Completing the Annual Assessments Virtually**

The following tips will help assessors obtain the greatest amount of information to understand the family's strengths and needs to support the development of high quality IFSP outcomes.

- What have the primary service provider (PSP) and (where applicable) the secondary service provider (SSP) observed related to the child's development in all domains. Be sure to consider the child's strengths and needs, the activity settings, the child's interactions with other individuals, and the results of any tools completed as part of ongoing assessment.
- If the child received a recent consult, what were the results?
- What has the team learned about the child's health status from the family and medical professionals during the past year?
- What kind of coaching has the PSP received to provide services to the family? Be sure to consider the types of strategies the team provided and the context in which they were applied.
- What types of support has the EISC provided to the family (e.g., informational or resource-based)?
- Considering the year as a whole, how did the team do in addressing the family's priorities and concerns? What do the team members think the family's chief concerns and priorities are right now?

- What information used to determine the annual Child Outcome Summary (COS) statements (developing positive social-emotional skills, acquiring and knowledge and skills, and taking appropriate actions to meet needs) can help inform the annual assessments?

## **Other Resources**

### **Guidance from OT/PT/SLP/SW licensing boards:**

American Occupational Therapy Association Telehealth Resource

<https://www.aota.org/Practice/Manage/telehealth.aspx>

American Physical Therapist Association Telehealth Resource

[www.apta.org/Telehealth/](http://www.apta.org/Telehealth/)

American Speech-Language-Hearing Association Telepractice Resource

<https://www.asha.org/PRPSpecificTopic.aspx?folderid=8589934956&section=Resources>

Counselor, Social Worker and Marriage and Family Therapist Board Covid-19 Information

<https://cswmft.ohio.gov/Home/COVID-19>

### **IFSP guidance document:**

<https://ohioearlyintervention.org/storage/ocali-ims-sites/ocali-ims-oei/documents/IFSPGuidanceDocument07012019.pdf>