



Q & A: Individualized Family Service Plan (IFSP) Service Delivery

The Minnesota Department of Education (MDE) Division of Compliance and Assistance has developed this document to address questions raised by parents and school districts regarding IFSP service delivery.

Question 1: What are early intervention services?

Answer: Early intervention services are "...services provided in conformity with an Individual Family Service Plan that are designed to meet the special developmental needs of a child eligible under Code of Federal Regulations, title 34, part 303, and the needs of the child's family related to enhancing the child's development and that are selected in collaboration with the parent." Minn. Stat. § 125A.27 Subd.6

Question 2: When can IFSP services begin? Must a district wait until the projected start date, or can services begin upon parental consent?

Answer: Services can begin when a district receives written parental consent. *See* 34 C.F.R. § 303.404; 34 C.F.R. § 303.342(e). The IFSP must include a projected start date which should be as soon as possible following the IFSP meeting. *See* 34 C.F.R. § 303.344(f).

Question 3: Must the district change the proposed start date on the IFSP in the event of parent permission that predates the proposed start date?

Answer: No. The law requires the IFSP to include a proposed start date and does not require the actual start date. *See* 34 C.F.R. 303.344(f).

Question 4: What is the responsibility of a district if the evaluation cannot be completed within the 45 day timeline?

Answer: With parent permission, the district is required to develop an interim IFSP and implement services for an eligible child and the child's family prior to the completion of the evaluation in the event that exceptional circumstances make it impossible to complete the evaluation within the 45 day timeline. The exceptional circumstances must be documented. *See* 34 C.F.R. § 303.322(e); 34 C.F.R. § 303.321(e).

Question 5: What is the duration of the IFSP?

Answer: The IFSP is an annual plan that must include the anticipated duration of the services included in the plan. *See* 34 C.F.R. § 303.344(f)(2).

Question 6: Are goals and objectives required on the IFSP?

Answer: “The IFSP must include major outcomes that the team expects the child and family to achieve, and the criteria, procedures, and timelines used to determine (1) the degree to which progress toward achieving the outcomes is being made; and; (2) whether modifications or revisions of the outcomes or services are necessary.” 34 C.F.R. § 303.344(c).

Question 7: How must year-around services be determined and documented?

Answer: Services must be determined based on the needs of the child and family, and should include a projected start date and anticipated duration of services. Adjustments to the frequency, intensity and method of delivery should be made as a result of child and family needs, not district capacity. *See* C.F.R. § 303.344(d); 34 C.F.R. § 303.344(f).

Authority: 34 C.F.R. §§ 303.321(e); 303.344(d), 303.344(f); Minn. § Stat. 125A.27, Subd.6.