

INTERAGENCY AGREEMENT CHECKLIST

The Early Intervention program has an interagency agreement that includes the following:

- Signatories to the Local Interagency Coordinating Council (LICC) interagency agreement.
- Role of the signatories.
- Date the signatories signed the agreement.
- A description of how the Early Intervention program and any of its signatory community agencies support the LICC, including fiscal support and/or in-kind supports.
- The Early Intervention program staff participation on the LICC.
- A description of the composition and activity level of your LICC, who meets and how often.
- An interagency child find plan that includes referral sources and referral procedures, including timelines, and coordination of available resources.
- A description of how best practices are being implemented in your EI programs for children birth to school entry age, addressing inclusion/provision of services and supports in natural environments and least restrictive environments.
- A narrative that describes your community's commitment to Early Intervention and Early Childhood.
- A process for implementing and monitoring the agreement and for making changes.
- A process for system disputes that may arise regarding any of the components on this agreement or any interagency activities in your community.
- A process for the transitioning of children from I/T programs to Preschool programs or other community programs.
- Incorporation of relevant policy direction or revisions to procedures that are made based on changes from OCDEL.
- Ensuring staff are trained on new or updated procedures. *
- Effective date.

*Note this list is to indicate which partners are included in the planning and to assist with outreach efforts. The EI programs and the Department of Health must participate and outreach to other agencies.

REFERENCES:

ACT 212-1990 §104

Title 22 PA Code §14.121 and §152