

## Summary of WV Birth to Three Standard Documentation Changes

Administrative	
Document	Revisions
Change of Information- RAU Transfer Form	Added- RAU Transfer information to form, there will no longer be a separate RAU Transfer form  Added – county, income, education, preferred method of contact
Practitioner Confirmation Form	Part C service Codes – added SI codes (SI-ASL, SI-DS, SI-HS, SI-AU, SI- BCBA/BCABA, SI-BEH)
RAU Summary of 45 Day Timeline Delay	Header

Folder- Assistive Technology- Audiological	
Document	Revisions
Assistive Technology Request Form	Header
AT Loan Agreement	Header

Folder- Communication Logs	
Document	Revisions
Correspondence/Phone Contact Log	Added- Supervisor Signature
Missed Appointment Form	Added section to add notes, Supervisor Signature
WVBTT Family Pre-Screening Log- Covid	Header

Folder- Consents	
Document	Revisions
Authorization to Obtain Medical Information	Date Consent Expires- type in date one year from signature or day before third birthday
Consent for Assessment Activities	Header
Consent to WVBTT to Release Information	Date Consent Expires- type in date one year from signature or day before third birthday
Consent to Obtain Information	Date Consent Expires- type in date one year from signature or day before third birthday
Consent to Refer For Eligibility	Header
Notice and Consent for Multidisciplinary Evaluation/Assessment	Header
Parental Consent for F-F Evaluation- COVID	Header
Parental Consent for F-F IFSP Services C-OVID	Header

Folder- Evaluation Assessment Reports	
Document	Revisions
WVBTT Nursing Assessment	Header
WVBTT Nutrition Assessment	In process
WVBTT Nutrition Screen	In process
WVBTT Assessment Report Template	Added- Observation and Assessment Results Across Settings, if you complete in Word, remember to save in PDF for uploading to BTT online
WVBTT Team Assessment Signature page	Header
Folder- IFSP	

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Authorization for Teaming Units/Doc of Transition Conference From	<p>Added – Check if SC completed</p> <p>Added- Part C service Codes – added SI codes (SI-ASL, SI-DS, SI-HS, SI-AU, SI- BCBA/BCABA, SI-BEH)</p>
IFSP	<p>Page 1- Added- If checked, please note the change of information on this form for data entry</p> <p>Took out SC address and anticipated dates</p> <p>Page 2- Added drop downs for Established Condition and Developmental Delay</p> <p>Page 3- Added drop down for method of participation</p> <p>Page 10- Added a second page 10,</p> <p>Under Delivery- based on the documented conversation with the team/family you will check all that apply to meet the needs of the child and family- F to F, Virtual, Phone Call. Phone call is to only be used in situations where the family does not have the technology or internet access.</p> <p>Under intensity and frequency- you will no longer be able to select per year.</p> <p>Added (D)- Assistive Technology</p> <p>Page 11- Under intensity and frequency- you will no longer be able to select per year. Added (D)- Assistive Technology</p> <p>Page 12- In box, there now is space to add: Other possible referrals or linkages that the family has identified to meet their individual needs:</p> <p>Page 13- Added drop down for method of participation</p>
IFSP – Additional Child Outcomes page	Header
IFSP - Additional Family Outcomes page	Header
IFSP – Additional Page for Notes	Header
IFSP – Additional Transition Page	Header
IFSP Review	<p>Page 2-</p> <p>Under Delivery - based on the documented conversation with the team/family you will check all that apply to meet the needs of the child and family- F to F, Virtual, Phone Call. Phone call is to</p>

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	<p>only be used in situations where the family does not have the technology or internet access.</p> <p>Under intensity and frequency- you will no longer be able to select per year.</p> <p>Added (D)- Assistive Technology</p> <p>Added drop down for method of participation</p>
Teaming Activity Note	<p>Added – Next Meeting Date- IFSP Six Month Review, IFSP Annual Review, If Appropriate, Transition Conference</p> <p>Now two pages to allow for more detailed information</p>

Folder- Intervention Notes	
Document	Revisions
Intervention Activity Note	<p>Added Delivery drop down (Face to Face, Virtual, Phone Call)</p> <p>Added Visit Location drop down (Home, Community Setting, Childcare, Service Provider Location)</p> <p>Added: My signature confirms that the information contained herein has been completed in the presence of the child's parent(s) and/or caregivers.</p> <p>Added: Supervisor's Signature:</p>

Folder- Notices	
Document	Revisions
Family Notification	Header
Notice for the Collection of Electronic Data	To be provided to the family annually, no parent signature
Notice of Eligibility Determination/IFSP Meeting	Header
Notice of IFSP Plan Review Meeting	Header
Notice of IFSP Review and Transition Conference	Header
Notice of Late Referral	Header
Notice/Consent for Multi-disciplinary Evaluation/Assessment	Header
Notice to CPS of Child Status with WVBTT	Header
Prior Written Notice	Header

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Folder- Record Requests	
Document	Revisions
SC Request to Release Records	Added- missing disciplines-  Added – All IFSP and All Assessment Reports Generated

Folder – Referral Intake	
Document	Revisions
CPS Referral Status Update form	Header
Family Assessment	Added:
General BTT Referral Form	Header
Referral Closure Summary	Header
Referral Status Update Form	Header
Initial Child Record	Header

Folder – SC Activity Note	
Document	Revisions
Interim Service Coordinator Activity Note	New Form
Service Coordinator Activity Note	Added Delivery drop down (Face to Face, Virtual, Phone Call) Added Visit Location drop down (Home, Community Setting, Childcare, Service Provider Location)  Added: My signature confirms that the information contained herein has been completed in the presence of the child’s parent(s) and/or caregivers.

Folder- Transition	
Document	Revisions
Exit Child Outcome Summary Form	Header
Transition Checklist	Header
Transition Exit Form	Header
Transition Summary Update	Header