



TITLE: \_\_\_\_\_

RAU Data Entry

**Purpose of Meeting:** Please check appropriate box below. All meetings have a four (4) unit cap, except the Initial Eligibility/IFSP Meeting is capped at six (6) units.

- |                                                                                                                          |                                                                            |
|--------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|
| <input type="checkbox"/> Initial Eligibility Determination/Individualized Family Service Plan (IFSP) Meeting             | <input type="checkbox"/> IFSP Plan Review (Six Month)                      |
| <input type="checkbox"/> Annual Individualized Family Service Planning (IFSP) Meeting                                    | <input type="checkbox"/> Child Outcomes Summary Form (COSF) Meeting – Exit |
| <input type="checkbox"/> Individual Education Plan (IEP) Meeting (must be completed prior to the child's third birthday) | <input type="checkbox"/> Face-to-Face Transition Planning Meeting          |
| <input type="checkbox"/> Requested IFSP Review or Problem-Solving Meeting                                                |                                                                            |

Document why the IFSP Review or Problem-Solving Meeting was requested: (Up to four (4) units every six months)

**Meeting Summary:** (For example: parent's priorities and concerns, child's current developmental/health status, progress or lack of progress towards achieving IFSP outcomes, information shared for transition planning or IEP development, or recommendations for next steps.)

Next Meeting Date \_\_\_\_\_

IFSP Six Month Review: \_\_\_\_\_ Annual Review: \_\_\_\_\_ If Applicable, Transition Conference: \_\_\_\_\_



### Teaming Activity Note Signature Page

Participant's Name	Role on Team	Signature with Credential and Date	Method of Participation	Start Time:	Stop Time:
	Parent				