



**NOTICE OF THE INDIVIDUALIZED FAMILY SERVICE PLAN REVIEW**

Part C early intervention, under the Individuals with Disabilities Education Act (IDEA), requires WV Birth to Three to provide you with notice within a reasonable time before proposing or refusing to initiate or change the identification, evaluation, or placement of your child or the provision of appropriate early intervention services to your child and family.

Date: \_\_\_\_\_

This notice is to inform you of some important information concerning the upcoming meeting to review the Individualized Family Service Plan (IFSP) for your child, \_\_\_\_\_, and to make any needed changes in services. We will use the current IFSP, your observations and impressions, and your child's reports/records to discuss the progress we have all made so far and to determine if any changes are necessary in the services that your child is currently receiving. As always, you will be asked to participate in the process in any way you feel most comfortable.

As discussed, the IFSP meeting for your child, \_\_\_\_\_, has been scheduled on \_\_\_\_\_ at \_\_\_\_\_ to be held at \_\_\_\_\_. Please call your Service Coordinator at \_\_\_\_\_ if you need to reschedule the meeting or if you have any questions.

Attached you will find copies of any additional assessments which were completed to plan for the IFSP. You may want to make a list of things you would like to share and discuss at the meeting. If you would like to invite anyone else, please feel free to do so.

The following people have been invited to the IFSP meeting or will be providing information.

_____	_____
_____	_____
_____	_____

We look forward to seeing you!