

**Policy:**

Initial and Annual Assessment of the Family and the Child

**Date Effective:**

Approved: July 1, 2019  
Updated: December 20, 2020

**Federal Authority:**

Title 34 of the U.S. Code of Federal Regulations, Vol. II, Chapter III, Parts 300-399:  
§§ 303.321.

Title 20 of the U.S. Code of Law, Chapter 33. §§1400-1499:  
§§ 1435(a)(3), 1435(a)(5), 1436(a)(1)–(2).

Each family of an eligible child must be offered following:

- An initial and annual assessment of their resources, priorities, and concerns related to enhancing their child's development.
- An initial and annual assessment of the child's unique strengths and needs.

The family and child assessments must be conducted:

- With parental consent.
- Prior to development of the initial Individualized Family Service Plan (IFSP) and each annual evaluation of the plan.
- Using approved assessment processes:
  - Each family assessment must include a standardized family assessment tool that includes an interview process.
  - Each child assessment must include a review of the initial and annual eligibility evaluation and personal observation of the child in the family's home and community routines and activities as prioritized in the most recent family assessment.
- By qualified personnel.
- Be used in identification of functional IFSP outcomes and in the selection of IDEA/Part C Early Intervention Services (EIS), other services, and service settings.