

Service Coordinator Forms Kit

March 2014

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SERVICE COORDINATOR FORMS

RESPONDING TO REFERRAL

FORMS

[GCI-1087A Child's Data Form](#)

[Service Coordination Log](#)

[GCI-1034A AzEIP Records Released and Accessed Log](#)

[GCI-1046A Referral Letter](#) ([in Spanish](#))

[GCI-1051A Follow-up Letter](#) ([In Spanish](#))

[GCI-1059A Unable to Process Letter](#) (if needed) ([In Spanish](#))

[GCI-1049A No Contact Letter](#) (if needed after a 2-3 week period of multiple attempts to contact at different times of the day) ([In Spanish](#))

GUIDANCE

[Prior Written Notice Table](#)

[AzEIP Child Data Form Guidance Document](#)

INITIAL VISIT

FORMS

[GCI-1041A Consent for Insurance](#) (for AHCCCS and if billing private insurance for the evaluation)

[GCI-1082A Consent for Screening – PWN](#) ([Spanish](#)) (Screening Instrument, if needed/appropriate)

[GCI-1085A Vision Screening Checklist](#) ([Spanish](#))

[GCI-1084A Hearing Screening Tracking Form](#) ([Spanish](#))

[GCI-1038A Consent for Evaluation/PWN](#) ([Spanish](#))

[GCI-1050A PWN \(Refuse to Evaluate, or proposed eligible based on record review if applicable\)](#) ([Spanish](#))

[GCI-1039A Consent to Obtain Information](#) ([Spanish](#))

[GCI-1020A Authorization to Disclose Protected Health Information](#) ([Spanish](#))

[GCI-1040A Consent to Share Early Intervention Records & Information](#) ([Spanish](#))

[GCI-1018A Financial Information Form](#)

[GCI 1064A Percent to Pay Table](#) ([Spanish](#)) (for current fiscal year)

[GCI-1068A Hardship Reduction Request](#) ([Spanish](#)) (if needed/appropriate based on family need)

[GCI-1088 Child and Family Assessment Guide for Families](#) ([Spanish](#))

[Child and Family Rights in Arizona Early Intervention Program](#) ([Spanish](#))

SERVICE COORDINATOR FORMS

ELIGIBILITY DETERMINED BASED ON RECORD REVIEW

[GCI-1050A PWN \(Proposed eligible based on record review if applicable\)](#) ([Spanish](#))

ELIGIBILITY DETERMINED BY EVALUATION

[GCI-1043A AzEIP Development Evaluation Report](#) (click here for [Spanish](#))

[GCI-1050A PWN \(eligibility\)](#) (click here for [Spanish](#))

[Child and Family Rights in Arizona Early Intervention Program](#) (click here for [Spanish](#))

[GCI-1088A Child and Family Assessment Guide for Families](#) (click here for [Spanish](#))

[GCI-1083A Consent for Child Assessment](#) (click here for [Spanish](#))

If needed, address financial matters using forms listed below

[GCI-1018A Financial Information Form](#) (click here for [Spanish](#))

[GCI-1068A Hardship Reduction Request](#) (click here for [Spanish](#)) (*if needed/appropriate, based on family need*)

CHILD AND FAMILY ASSESSMENT

[GCI-1083A Consent for Child Assessment](#) (click here for [Spanish](#))

[GCI-1088A Child and Family Assessment Guide for Families](#) (click here for [Spanish](#)) (*If family has lost previous copy*)

[GCI-1021C \(pages 1-5\) Child and Family Assessment pages of the IFSP](#) (click here for [Spanish](#))

[GCI-1060A Child Entry Indicator Summary](#) (click here for [Spanish](#))

[GCI-1044A IFSP Meeting Notice](#) (click here for [Spanish](#))

INITIAL INDIVIDUALIZED FAMILY SERVICE PLAN

[GCI-1021A-P Individual Family Service Plan](#) (click here for [Spanish](#))

[GCI-1037A PEA Notification/Referral](#) (if applicable)

[GCI-1040A Consent to Share Early Intervention Records and Information](#)

[GCI-1039A Consent to Obtain Information](#)

[GCI-1041A Consent for Insurance](#)

[Child and Family Rights in AzEIP](#)

[GCI-1074A AzEIP AHCCCS Member Service Request Form](#)

If needed:

[GCI-1041A Financial Information Form](#)

[GCI-1064A Percent to Pay Table](#) (click here for [Spanish](#)) (*for current fiscal year*)

SERVICE COORDINATOR FORMS

[GCI-1068A Hardship Reduction Request](#) (click here for [Spanish](#)) *(if needed/appropriate based on family need)*

ONGOING SERVICES

[Service Coordination Log](#)

6 MONTH REVIEW OR OTHER REVIEW

[GCI-1021A-P Child's Current IFSP](#)

[GCI-1021Q-T IFSP Addendum pages](#)

[GCI-1037A PEA Notification/Referral, If applicable](#)

[GCI-1040A Consent to Share Early Intervention Records and Information](#)

[GCI-1039A Consent to Obtain Information](#)

[GCI-1020A Authorization to Disclose Protected Health Information](#)

[GCI-1087A AzEIP Child Data Form](#)

ANNUAL ASSESSMENT

[GCI-1083A Consent for Child Assessment](#) (click here for [Spanish](#))

[GCI-1021A-P Child's Current IFSP](#)

[GCI-1021C \(new pages 1-5\) Child and Family Assessment pages of the IFSP](#)

[GCI-1037A PEA Notification/Referral, If applicable](#)

[GCI-1040A Consent to Share Early Intervention Records and Information](#)

[GCI-1039A Consent to Obtain Information](#)

[GCI-1020A Authorization to Disclose Protected Health Information](#)

[GCI-1087A AzEIP Child Data Form](#)

ANNUAL IFSP MEETING

[GCI-1044A IFSP Meeting Notice \(send to family prior to meeting\)](#)

[GCI-1021A-T IFSP \(all pages/new form\)](#)

[GCI-1042A Family Survey & AzEIP Envelope](#)

[GCI-1037A PEA Notification/Referral \(if applicable\)](#)

[GCI-1039A Consent to Obtain Information](#)

[GCI-1020A Consent to Disclose Protected Health Information](#)

[GCI-1040A Consent to Share Early Intervention Records and Information](#)

[GCI-1041A Consent for Insurance](#)

[GCI-1087A AzEIP Child Data Form](#)

SERVICE COORDINATOR FORMS

TRANSITION

[GCI-1021E IFSP Transition Plan page](#)

[GCI-1021F IFSP Transition Timeline page](#)

[GCI-1037A PEA Notification/Referral](#)

[GCI-1040A Consent to Share Early Intervention Records and Information](#)

[GCI-1032A Invitation to Transition Conference](#)

[GCI-1033A Transition Conference Summary](#)

[GCI-1087A AzEIP Child Data Form](#)

EXIT

[GCI-1060B Child Exit Indicators Summary](#)

[GCI-1042A Family Survey & AzEIP Envelope](#)

[GCI-1087A AzEIP Child Data Form](#)