

## Selecting the Most Likely Team Lead Worksheet

This worksheet is used beginning at the initial visit through all steps in the early intervention process up to and including the IFSP meeting. When used early in the process, the worksheet assists in the selection of evaluation team members and the person(s) most appropriate for conducting the functional assessment.

The term “most likely” is used in the worksheet because the final decision of who will serve as the Team Lead is not made until the Individualized Family Service Plan (IFSP) meeting with all IFSP team members including the family.

Child's Name \_\_\_\_\_ I-TEAMS ID \_\_\_\_\_

Parent's Name \_\_\_\_\_ Child's DOB \_\_\_\_\_

Service Coordinator \_\_\_\_\_ SC held by \_\_\_\_\_

Service Providing Agency \_\_\_\_\_ Region \_\_\_\_\_

### Core Team as Options for Team Lead (*List all Core Team Members*)

DSI \_\_\_\_\_ Vision \_\_\_\_\_

SLP \_\_\_\_\_ Hearing \_\_\_\_\_

PT \_\_\_\_\_ SW \_\_\_\_\_

OT \_\_\_\_\_ Other \_\_\_\_\_

TIER 1 Discussions	
<b>Parent/Family Factors</b> <ul style="list-style-type: none"> <li>List family priorities with contexts</li> <li>Parent/Physician Request</li> </ul>	
<b>Child Factors</b> <ul style="list-style-type: none"> <li>Child's age</li> <li>List Child Diagnosis, Condition, and needs (long term view)</li> <li>List Child Interests</li> <li>Activity settings in which child currently participates and/or needs to be involved</li> </ul>	
<b>Environmental Factors</b> <ul style="list-style-type: none"> <li>Select all Natural Learning Environment(s) for the child.</li> <li>Provide additional details about each selected setting.</li> </ul>	Home Community Preschool Child care Other, (list)
<b>Practitioner Factors</b> <ul style="list-style-type: none"> <li>Knowledge and expertise of each practitioner as it relates to parent/family and child factors (personal and professional)</li> </ul>	

<b>Based on the above discussions, list ALL POSSIBLE Team Lead and Joint Visitor options below</b>				
Team Lead Options	DSI Vision	SLP Hearing	PT SW	OT Other
Joint Visitor Options	DSI Vision	SLP Hearing	PT SW	OT Other

<b>TIER 2 Discussions</b>	
Parent/Family Factors <ul style="list-style-type: none"> <li>● Family Dynamics</li> <li>● Individual parent/caregiver characteristics                             <ul style="list-style-type: none"> <li>○ Language/Culture</li> <li>○ Knowledge/Expertise</li> <li>○ Diagnosis/Condition</li> <li>○ Other</li> </ul> </li> </ul>	
Environmental Factors <ul style="list-style-type: none"> <li>● Safety (animals, health risks, etc)</li> <li>● Geographical location</li> </ul>	
Practitioner Factors <ul style="list-style-type: none"> <li>● Primary Service Area</li> <li>● Bilability</li> <li>● Prior relationship</li> <li>● Rapport</li> </ul>	

<b>Based on the above discussions, list ALL POSSIBLE Team Lead and Joint Visitor options below</b>				
Team Lead Options	DSI Vision	SLP Hearing	PT SW	OT Other
Joint Visitor Options	DSI Vision	SLP Hearing	PT SW	OT Other

TIER 3 Discussions				
Parent/Family Factors • Availability				
Practitioner Factors • Availability				
<b>Based on the above discussions, list ALL POSSIBLE Team Lead and Joint Visitor options below</b>				
Team Lead Options	DSI Vision	SLP Hearing	PT SW	OT Other
Joint Visitor Options	DSI Vision	SLP Hearing	PT SW	OT Other

Team Discussion at IFSP Meeting	Date
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Most Likely Team Lead: \_\_\_\_\_

Role Gap? If so, explain:  
 \_\_\_\_\_

Joint Visitors:  
 \_\_\_\_\_

Additional Resource: [CASEtools - Worksheet for Selecting the Most Likely Primary Service Provider](#)

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