

24:14:13:03. Development, review, and evaluation of individualized family service plan.
Individualized family service plans must be developed, reviewed, and evaluated as follows:

(1) For a child who has been referred to the Part C program and determined to be eligible, a meeting to develop the initial individualized family service plan must be conducted within 45 days after receipt of referral pursuant to chapter 24:14:11;

(2) A review of the individualized family service plan for a child and the child's family must be conducted every six months or more frequently if conditions warrant or if the family requests such a review. The purpose of the periodic review is to determine the degree to which progress toward achieving the results or outcomes identified in the individualized family service plan is being made and whether modification or revision of the results, outcomes or early intervention services identified in the individualized family service plan is necessary;

(3) The review may be carried out by a meeting or by another means that is acceptable to the parents and other participants;

(4) A meeting must be conducted at least annually to evaluate the individualized family service plan for a child and the child's family and, if necessary, to revise its provisions. The results of any current evaluations conducted under this article and other information available from the ongoing assessment of the child and family must be used in determining what early intervention services are needed and will be provided;

(5) Individualized family service plan meetings must be conducted in settings and at times that are convenient to families and in the native language of the family or other mode of communication used by the family, unless it is clearly not feasible to do so;

(6) Meeting arrangements must be made with, and written notice provided to, the family and other participants at least five ~~working~~ days before the meeting date to ensure that they will be able to attend; and

(7) The service coordinator shall fully explain the contents of the individualized family service plan to the parents and obtain informed written consent from the parents before providing early intervention services described in the plan. If the parents do not consent to a particular early intervention service or withdraw consent given previously, that service may not be provided. The early intervention services to which parental consent is obtained must be provided as soon as possible.

Source: 20 SDR 223, effective July 7, 1994; 23 SDR 179, effective April 29, 1997; 39 SDR 109, effective December 17, 2012.

General Authority: SDCL [13-37-1.1](#).

Law Implemented: SDCL [13-1-23](#), [13-14-1](#), [13-37-1.1](#).