



## Multnomah Early Childhood Program

Multnomah Early Childhood Program (MECP) provides early intervention and early childhood special education services to children from birth to age five in Multnomah County.

MECP serves families in all eight school districts in Multnomah County (Centennial, Corbett, David Douglas, Gresham-Barlow, Parkrose, Portland Public Schools, Reynolds, and Riverdale).

Services are individually designed to address the special needs of the young child with developmental delays or disabilities. **All services are free of charge to eligible children.**

MECP provides the required evaluations to determine eligibility. If the child does not qualify for services, the team will provide information about community resources. If the child is eligible, an Individual Family Service Plan Meeting will be scheduled.

## What is an Individualized Family Service Plan (IFSP)?

When children qualify for early intervention (EI) or early childhood special education services (ECSE), you may hear the term IFSP. IFSP stands for Individualized Family Service Plan. An IFSP is a written legal document that lays out the support and services that are provided to children who qualify for early intervention or early childhood special education services. Below are descriptions of some key pages of an IFSP:

### Cover Page

The cover page of an IFSP is where you find the following information:

- 1.) Who the service coordinator for the child is. This is the point of contact. This person will help set up and schedule services for the child.
- 2.) When the child became eligible for services
- 3.) Who are the service provider(s) that will be providing services to the child
- 4.) Location and frequency of services provided

### Early Childhood Special Education (ECSE) Page

The ECSE page lists services and supports that are necessary for the child to participate in an

environment with same-age peers. Some examples include:

- Augmentative and Alternative Communication (AAC) devices; including visual schedules and choice boards
- Behavior Support Plans (BSP)
- Pre-warnings for transitions
- Preferential seating near teacher
- Offering choices to support transitions

### **Goal Pages**

Every IFSP is individualized to the needs of the child, so every child will have a different set of goals. Goals are developed in partnership with the family and childcare provider to guide the conversation and decision making around services and placement and are used to monitor child progress. IFSP goals are developed in the following developmental domains:

- Social or Emotional
- Receptive and Expressive Communication
- Cognitive / Problem Solving
- Adaptive / Self Care
- Fine Motor and Gross Motor

The child's goals

- enhance the child's learning through functional participation in everyday activities
- enhance the capacity of the family/childcare provider to meet the needs of their child ● are important and meaningful to the family/child care providers priorities.

## **What to Expect When an EI/ECSE Provider Visits Your Program**

**Site visits/Service** (for working side by side for problem solving, observing, and modeling) MECP utilizes the Routines-Based Model where MECP staff work with classroom programs/sites to support the daily activities and lessons in your preschool.

During weekly visits to your preschool

- MECP will help to embed specialized instruction which is layered on top of universal supports (classroom routines, transition, classroom environment) and activities / lesson plans to meet the individual needs of students in your classroom.
- MECP will discuss and provide instructional strategies to be implemented throughout the week, in between visits. Our focus and coaching is on the teachers because you have more influence on the child than we can in our weekly visits.
- When an EI/ECSE provider visits your classroom or program, they bring a special education perspective and their suggestions enhance what you are already doing.

### **Agreements**

When an EI/ECSE provider is assigned to your site, they will work with you to establish agreements for

working together. The purpose of this conversation is to ensure the expectations on both sides are clear, as well as to have the opportunity to explain why each side has their desires and expectations.

### **Collaborative Consultation (for reflecting and planning as a team)**

To best support your classroom, an MECP staff member will reach out to you and schedule time to meet monthly. This meeting will be outside of weekly services provided by MECP and ideally will include everyone supporting the classroom - MECP, preschool team, CCR&R coach, etc. Scheduling this time together allows you to ask questions, brainstorm problems or barriers, and get the training and support you need to make all children successful in your program.

Here are some things EI/ECSE providers can do on a visit:

- Establish and identify your priorities for your classroom
- Run a circle time or lead a small group activity (modeling strategies/activities)
- Help implement Positive Behavior Intervention & Supports (PBIS),
- Answer any questions you may have about disabilities or how to refer a child to MECP ●

Work in partnership with you and your CCR&R coach

- to establish classroom routines and expectations
- to identify strategies or ideas to modify activities
- to set-up and adjust classroom environment

### **IFSP Participation**

The preschool teacher is an essential member of the IFSP. The teacher (or a representative from the PFA site) will be invited to all IFSP meetings for children who are enrolled in your program. Teachers provide valuable input about child progress on goals and may have suggestions for next steps in their learning. Whomever attends the IFSP meeting can share the information discussed in the IFSP meeting to keep the classroom team informed about goals and services.

## **How to Contact MECP for Referrals/Evaluations**

### **Anyone Can Make a Referral:**

**By Phone:** 503-261-5535 and leave a voicemail message if no one answers right away. Calls will be returned within 24-48 hours

**By Email:** Email a referral form (from below) to [mecprecords@ddouglas.k12.or.us](mailto:mecprecords@ddouglas.k12.or.us)

Please note

If you call or email us a referral and you have not heard back within 24-48 hours, please call us again.

### **Referral Forms:**

For Parents and Service Providers:

[English- MECP Parent & Provider Referral Form \(fillable pdf\)](#)

[SPANISH- Parent Referral form for MECP \(fillable pdf\)](#)

**For Medical and Community Providers (Universal referral form):**

[English-El/ECSE referral form \(fillable pdf\)](#)

[Spanish- El/ECSE referral form \(fillable pdf\)](#)

**Referral brochures:**

[中国人-Chinese-MECP Brochure](#)

[English-MECP Brochure](#)

[Русский- Russian- MECP Brochure](#)

[Soomaali- Somali-MECP Brochure](#)

[Español- Spanish-MECP Brochure](#)

[Tiếng Việt- Vietnamese-MECP Brochure](#)

For more information, please visit the MECP [website/](#)  
<https://www.ddouglas.k12.or.us/departments/multnomah-early-childhood/>