

## WPN Process Chart: Eligible

- **At the visit when evaluation is completed:**

- Explain to parents what the next steps will be (i.e., you will score the evaluation, look at all the information, talk with the team, write an integrated report, etc.) to determine if the child is eligible for *Early On*.

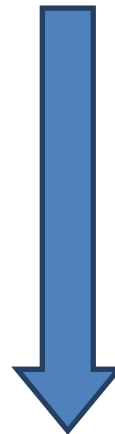


- **If you are *not sure* if a child will be eligible:**

- Explain the next steps in the process for each possible eligibility determination.
- You CANNOT give WPN at this time because the eligibility decision has not been made.
- You may tentatively schedule an IFSP/IEP meeting after explaining that you will need to give parents WPN of eligibility at least 7 days before IFSP/IEP meeting. Schedule the tentative meeting with enough time for this to happen after determining eligibility.

- **If it is clear that the child qualifies** (significantly delayed or has Established Condition):

- WPN may be provided at the visit and before scheduling an IFSP/IEP meeting.



- **Child Qualifies for *Early On*:**

- WPN must be provided with action (child qualifies and the next step is an IFSP/IEP meeting), reason (eligibility criteria met), and the family's rights.
- Schedule an IFSP/IEP meeting at least 7 days after WPN is received by parents, unless the parents want to waive their right to the 7 day notice.
- If parents waive the 7 day notice, document that on the WPN form before starting the IFSP/IEP meeting.