

LEDGE & AMHERST STREET SCHOOLS NOMINATION TO MULTIDISCIPLINARY TEAM PROCESS

Request for Multidisciplinary Team Meeting Initiated by Tiered Support Team
Tiered Support Team and Teacher Meet to Discuss Eligibility & Concerns
Eligibility Reviewed and Appropriateness for Multidisciplinary Team Support Confirmed

- If Eligible, Intensive Point of Contact (IPOC) Logs Case
- Tiered Team Meets with Teacher to *Gather School Perspective*

- School Social Worker (or Designee):
- *Gathers Family Perspective and Student Perspective*
 - Assures Parent/Guardian Understands and Consents to the Process
 - Helps Parent/Guardian Determine Own Participation in Initial Meeting
 - Collaborates with Family and School to Determine Invitees to Meeting
 - When Ready (Within 3 Weeks of Family Consent), Informs IPOC to Schedule Meeting
 - Assures Releases and Information Gathered as Appropriate from Outside Organizations

- Intensive Point of Contact (IPOC):
- Conducts School File Review and Summarizes File Information
 - Schedules Meeting and Invites Essential Participants to MDT Meeting
 - Requests Additional Information as Needed
 - With School Social Worker, Summarizes and Distributes Essential Information to MDT Team Members (Those Invited to Meeting)

- MDT Meeting is Held
- Action Plan Created and Distributed
- Follow-Up Meeting Scheduled for Family with School Social Worker to Review a and Support the Plan and Monitor Progress.
- Follow-Up MDT Meeting is Scheduled

- Follow up Meeting Held to Review Progress
- Adjust Plan as Needed

If not Eligible for MDT, More Information is Requested or Case is Routed to Appropriate Team for Action