

Explanations before starting the interview:

Definition of the key concepts

Early intervention is intended for all children who are subject to a developmental risk or developmental disability. The aid covers the period between the moment of prenatal diagnosis and the moment that the child reaches the age at which school is compulsory. It includes the entire process from the earliest possible identification and detection up to the moment of training and guidance. Although at present we do not, strictly speaking, regard prenatal diagnosis as an integral part of early intervention, its psychosocial consequences for the parents do fall into that domain. In this Manifesto, we do not go further into this

- In situation where you didn't have a system for providing ECI services you will use the experiences and instruments used by different service providers.
- There should be a **short description** of the service providers being interviewed, staff they have and characterization of the children they support.
- Who are the target group – number, fields (3 health sector, 3 educational, 3 social services, both public institutions, private organizations & parents)
- Preferable: interviews should be done person to person and not send the questionnaire to respondents.
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QUESTIONNAIRE FOR QUALITATIVE DATA REPORT

Contextualization: the following questions are organized according to the different stages of the Systemic Development Model of Guralnick (2005) of an Early Intervention System (https://depts.washington.edu/chdd/guralnick/pdfs/overview_dev_systems.pdf).

1) Screening and Referral

1. What are the procedures for screening of children in your organization?
2. What screening approaches and instruments are used in your organization and by which professionals?
3. What kind of criteria and protocols that allow access to ECI do you use in your organization?
4. What kind of areas of child development (biopsychosocial) does your organization take into account in the process of screening and referral?
5. Who can do the referral for ECI services in your organization? Can families self-refer to the ECI services in your organization? How does it work in practice?

2) Eligibility for the system

6. Do you have the authority to define eligibility for ECI in your country system? Are you actually involved in this process?

3) Follow-up / monitoring system

7. How are the children who do not meet the criteria defined for the eligibility of the ECI services in the previous section, but who raise some doubts regarding possible risk factors that can undermine their development, taken into account?
8. How is the follow-up / monitoring system in your organization defined? What are the criteria for children to be followed-up / monitored?

4) Access point to the service system

9. What is the access point in the service system?

5) Interdisciplinary assessment

10. How is the assessment carried out? What instruments are used in the assessment? Concerning the use of standardized instruments are they adapted to your country population?

11. Who participates in the assessment (eg. parents, different professionals etc.)?

12. Is there any previous planning together with family to prepare the assessment moment? Is the family aware of the use of these instruments?

6) Evaluation of potential stress factors

13. How do you identify potential stress factors for families, family support networks and family resources? Do you use instruments in the assessment of stress factors? If so, what instruments are used? Do you use instruments to assess family support networks and family resources?

7) Development and implementation of the Individualized plan

14. Is there a plan of services? Is it legally required in your country?

15. How is the plan of services developed and implemented? Who participates in the development and implementation of the plan of services (eg. families, different professionals etc.)? (please indicate who is active participant in writing the plan). Is there any coordination in this process?

8) Monitoring and evaluation of the results of the implementation of the plan

16. How is monitoring performed? How do you evaluate the outcomes/results? Which outcomes are monitored? Who participates in the monitoring and evaluation of results (eg. families, different professionals, etc.)?

9) Planning of transition to new settings

17. How do you plan the transition in your organization? Who participates in transition planning process (eg. families, different professionals, etc.)?

10) Policy, Legislation and financial resources

18. Which legislation and regulatory measures do you use in your organization in providing ECI services?

19. What is the system of funding of ECI services in your organization? How do austerity measures impact the financial support for ECI in your organization?

11) Personnel preparation

20. Is there any specific training requirements/certification for professionals working in Early Intervention? If so, which are the requirements? Is this training at a postgraduate level?

21. Do you have *in-service* training provided to professionals?

22. Is there supervision of the work done by professionals to assure professional development and quality practices? Who does this in your organization (what professionals do it and what is the criteria for being supervisor).

12) Bibliography, reports and references used in your organization.

GLOSSARY

Biopsychosocial model of disability is a model that integrates different perspectives of health: biological, individual and social to understand disability and functioning.

Referral - an act of referring a child/family for services.

Interdisciplinary assessment- Assessment procedure that involves professionals from different disciplines (medical, psychology, social work, therapy, etc.).

Access point to the service system – Service that establish first contacts with the child/family (ex. Health center, ONGs, etc.) for early Intervention support.

Individualized plan – An ECI plan that is developed containing the assessment, service goals, strategies, resources, professionals who will be involved and timelines of services provided.

Transition Plan - the process of moving from the ECI service/ organization to another one.

In-service Training – training that is given to professionals during the course of employment

Eligibility for ECI - The state of having the right to obtain ECI services because meets the criteria.



QUESTIONNAIRE FOR DESK RESEARCH

Contextualization: the following questions are organized according to the different stages of the Systemic Development Model of Guralnick (2005) of an Early Intervention System

Screening and Referral

1. Is there a screening system organized in your country? If yes, how does it work? What instruments are used?
2. Which are the institutions in charge for this? If not, what screening approaches and instruments are used in your country and by whom?
3. Are there criteria and protocols that allow fair access to this program?
4. What kind of areas of child development (bio-psycho-social) does your country take into account in the process of screening and referral?
5. Who can do the referral for ECI services in your country? Can families self-refer to the ECI services in your country? How does it work in practice?

Eligibility for the system

6. How is eligibility defined and assessed for ECI in your country?
7. Who defines and governs eligibility for ECI? What services (health, education, social services) are involved?

Follow-up / monitoring system

8. How are the children who do not meet the criteria defined for the eligibility of the ECI services in the previous section, but who raise some doubts regarding possible risk factors that can undermine their development, taken into account?
9. How is the follow-up / monitoring system in your country defined? What are the criteria for children to be followed-up / monitored?

Access point to the service system

11. Is there an ECI service access point defined in your country? If so, which one?

Interdisciplinary assessment

12. How is the assessment carried out? What instruments are used in the assessment?

13. Who participates in the assessment (eg. parents, different professionals, etc.)?
14. Does the family participate in the assessment? If yes, which members of the family participate and how do they participate? When do they participate?
15. What instruments are used in the assessment? Is the family aware of the use of these instruments?
16. Is there any previous planning together with family to prepare the assessment moment? Is the family aware of the use of these instruments?

Evaluation of potential stress factors

17. Are there any tools to assess family stress factors and family resources and networks? Which ones?

Development and implementation of the Individualized services plan

18. Is there a plan of services? Is it legally required in your country?
19. Who participates in the development and implementation of the plan of services (eg. families, service providers from different areas - Health, Education and social services)? Is there any coordination of this process?

Monitoring and evaluation of the results of the implementation of the plan

20. How is the monitoring of the Individualized plan? How do evaluate the outcomes/results? Which outcomes are monitored (child and family)?
21. Who participates in the monitoring and evaluation of results (eg. families, service providers from different areas - Health, Education and Social services)?

Planning of transition to new settings

22. How is the transition to new settings planned in your country?
23. Who participates in transition planning process (eg. families, different professionals, etc.)?

Policy, Legislation and financial resources

24. Does the country have a policy plan for early intervention and will it put it into effect by means of legislative and regulatory measures?
25. Does the country provide the financial means required to carry out this policy plan?
26. How does austerity measures impact the financial support for ECI in your country?
27. Are ECI services (Education, Health and Social Care) provided in a coordinated way? If not, describe how are they provided and who provides which aspects?
28. Who is responsible for financing ECI services in each sector?
30. Are services affordable, available and proximal for children and families?

Personnel preparation

28. Which professionals work in early intervention in your country? Is there any coordination of their work? Do they work in teams? If so, do they have any training concerning how to work in teams?

29. Is there any specific training requirements/certification for staff working in Early Intervention? If so, which are the requirements? Is this training at a postgraduate level?

29. Are there certified programs for Early Intervention professionals? Who offers those programs (Universities other institutions)?

30. Does your country/organization provides *in-service* training to ECI professionals?

31. Is there supervision of the work done by professionals to assure quality practices? Who does this in your organization (what professionals do it and what is the criteria for being a supervisor)