






Component 9.0 Family Involvement

Authority:

Intent: These policies are intended to ensure family involvement occurs at the local and state level within the Early Steps system.

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9.1.0 State Parent Consultant(s)		
	Policy	Reference/Related Documents
	9.1.1 The Early Steps State Office must employ State Parent Consultant(s) to ensure family input and involvement at the state level including policy development and review, assistance in quality assurance activities, training, participation in workgroups, collaboration with other statewide family groups, and technical assistance and training to Family Resource Specialists throughout Florida.	Operations Guide 9.2.2
	9.1.2 The State Parent Consultant(s) must be a family member of a child who currently or previously received early intervention services or would have been eligible for early intervention services .	
	9.1.3 The State Parent Consultant(s) must have a high school diploma or equivalent.	
	9.1.4 The State Parent Consultant(s) must have broad knowledge of Florida's Early Steps system .	
	9.1.5 The State Parent Consultant(s) must have knowledge of and be involved in statewide family organizations and initiatives.	

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Denotes a state imposed policy not required by the IDEA or federal regulation










	9.1.6 The State Parent Consultant(s) must have communication skills that will enable the development and delivery of trainings and public presentations.	
	9.1.7 The State Parent Consultant(s) must have a willingness to work with diverse populations.	
	9.1.8 The State Parent Consultant(s) must have the ability to travel.	
9.2.0 Family Resource Specialists		
Policy		Reference/Related Documents
	9.2.1 Local Early Steps must employ a minimum of 1.0 FTE Family Resource Specialist to ensure family involvement within the LES .	
	9.2.2 Family Resource Specialists must implement the required roles for Family Resource Specialists defined by the ESSO including information and support, training, dissemination of information, policy development, link with lead agency, collaboration/ partnerships, community resource development, service delivery evaluation, family representation, and workgroups/meetings.	Operations Guide 9.2.2
	9.2.3 Family Resource Specialists must be a parent or primary caregiver (i.e. foster parent) of a child who received early intervention services or would have been eligible for Early Steps services.	
	9.2.4 Family Resource Specialists must have a high school diploma or equivalent.	
	9.2.5 Family Resource Specialists must have knowledge of Florida's Early Steps system.	
	9.2.6 Family Resource Specialists must have an understanding of local resources and organizations.	
	9.2.7 Family Resource Specialists must have the organization and communication skills required to implement a local system of family involvement.	

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	9.2.8 Family Resource Specialists must have the ability to provide effective training.	
	9.2.9 Family Resource Specialists must have a willingness to work with diverse populations.	
9.3.0 System of Family Involvement Plan		
Policy		Reference/Related Documents
	9.3.1 All of the Roles and Responsibilities for Family Resource Specialists must be addressed on the System of Family Involvement Plan for implementation in Local Early Steps .	Operations Guide 9.2.2
	9.3.2 The System of Family Involvement Plan will include opportunities for families to apply for funds that will allow them to participate in activities that enhance family involvement and education in the Early Steps system.	
	9.3.3 The System of Family Involvement Plan must include a budget for the funds, as specified in the contract.	
	9.3.4 The System of Family Involvement Plan must include a locally developed form for requesting funds that will include a statement describing other resources that have been explored to fund the request.	
	9.3.5 The System of Family Involvement Plan must include the signature sheet of families and other participants who developed the plan.	
	9.3.6 The System of Family Involvement Plan is submitted by the LES , as specified in the contract.	
	9.3.7 Reserved	
9.4.0 Reserved		
9.5.0 Advisory Groups		
Policy		Reference/Related Documents
	9.5.1 The ESSO will support family representation on advisory groups and workgroups to ensure the experiences and opinions of families are represented as key stakeholders in the Early Steps system.	

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9.6.0 Reserved



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