**Delaware Program for Children and Youth with Deaf-Blindness**

**Service Provision Worksheet**

***State deaf-blind projects have permission to adapt this tool for use by their own projects. Please include appropriate citation information. For example, "Adapted with permission from [document name, state deaf-blind project name, date (if available)].***

[Note: The Delaware Deaf-Blind Resource Team personnel use this document for all TA agreements. Typically it is completed in collaboration with TA recipients. The information is entered into a database where it can be used to generate service provision agreements and evaluations.]

**Student:**

**Deaf-Blind Resource Team:**

**Date:**

**Follow-Up Date:**

**Content Area (circle all that apply)**

* Functional use of sensory channels
* Active participation
* Communication
* Literacy
* Orientation & mobility
* Transition
* Vision
* Hearing
* Vision &/or hearing accommodation
* Independent living skills
* Vocational experiences
* Deaf-blind orientation
* Assistive technology
* Family education/advocacy
* Kinesthetic development
* Intervener

**Goal(s)** *(what is/are the IEP/IFSP goal(s) you are supporting staff/family to accomplish)*

**Deaf-Blind Resource Team Focus** *(what will the child or the staff be able to do as a result of your support/services, OPIs)*

**Action Plan**

1) Recommendations *(list)*

2) How to be achieved *(indicate how recommendations will be accomplished—who provides what materials, services, trainings, classroom implementation)*

| **Onsite Methods** | **Onsite Methods (cont.)** | **Distance Methods** |
| --- | --- | --- |
| * Site visits
 | * Peer support (teacher to teacher, parent to parent)
 | * Training (webinars/videoconferences)
 |
| * Home visits
 | * Reviewing documents
 | * Meetings (conference calls, videoconferences, web-based)
 |
| * Coaching (demonstration, sequential steps, practice, feedback)
 | * Designing materials
 | * Consultation (videoconference, phone, video analysis)
 |
| * Modeling (demonstration)
 | * On-site training
 | * Resource sharing (email, listserv, blog)
 |
| * Disseminating materials
 | * Pre-service training
 | * Data collection (formative/summative)
 |
| * Facilitating team meetings
 | * Off-site training/workshops
 |  |

3) Materials *(list materials provided and/or created; can be “TBD,” but must be added in the contact notes once determined*

**Additional notes/information:**