

"Your Staffing Source for Educational and Therapeutic Professionals."

Preschool Program Provider and Family Agreement

As a provider of services to children in your municipality Early Intervention Program or Preschool Special Education Program, I am bound by a Code of Professional Ethics. It is important that the families of the children I provide services to understand the professional standards that are incorporated in this code and that we enter into an agreement to assure that the standards are followed.

I will:

- Provide services to the best of my ability based upon my training and credentials;
- Maintain all information to protect the privacy of your child and family;
- Make every effort to follow the schedule for service provisions;
- Make timely efforts to make up missed sessions per the county's make up policy;
- Advise you ahead of time if I am going to be absent for an extended period of time and call ahead of time if sickness prevents me from providing a daily service;
- Maintain accurate records of the services provided and bill only for those services provided;
- Provide you with accurate reports of your child's progress;
- Not accept or make cell phone calls or text messages while providing services, unless used in an emergency situation;
- Not participate with families in social media (Facebook, LinkedIn, etc.)
- Work cooperatively with other members of the Early Intervention Program or Preschool Special Education Program team;
- Work with you and other family members towards developing strategies you can use to meet the IFSP or IEP;
- Not bring toys or other materials into your child's natural environment unless otherwise specified in your child's IFSP;

Please understand and comply with the following professional boundaries and responsibilities:

- I am not allowed to work for you in any capacity other than to provide Early Intervention or Preschool Special Education services to your child as authorized on the IFSP or IEP.
- For Early Intervention service provision, I am not allowed to be left alone with your child. A person over the age of 18 must be present and participate in the Early Intervention services.
- I am not allowed to transport you or your child anywhere or at any time.
- Our relationship is a professional one. It is not appropriate for me to accept gifts or meals and it is not appropriate for me to be involved with you in personal activities such as birthday parties or family events.
- I am legally obligated to report any suspicion of neglect or abuse of the child.
- I can give you a list of resources but cannot make specific recommendations

I have read this agreement and understand the professional boundaries that my provider is required to follow.

Name of child: _____

Name of Parent/Guardian (please print)

Signature of Parent/Guardian

Date

Name of Provider (please print)

Signature of Provider

Date

Cc: Parent
Child's record