

IIIP Document Guidelines

- Each agency will be responsible for completion of required portions of the IIIP document. Do preparation prior to the meeting and have necessary data and information documented for review at the meeting. If other agencies have not completed their paperwork, those agencies will mail their paperwork to the parents.
- Signatures of school and agency staff on the IIIP signature page are to be obtained *after* the parents have signed and returned the original.
- If the IIIP pages are not completed within the required time, a representative from each agency will assure that other team members and the parents get a copy of their respective pages. The DD social worker will get parental signature on the IIIP signature page, as this is an ISP requirement. Interagency staff will be encouraged to integrate the IIIP document as much as possible.