

Tiered School Based Rehabilitation Service in Simcoe County: Resource Package

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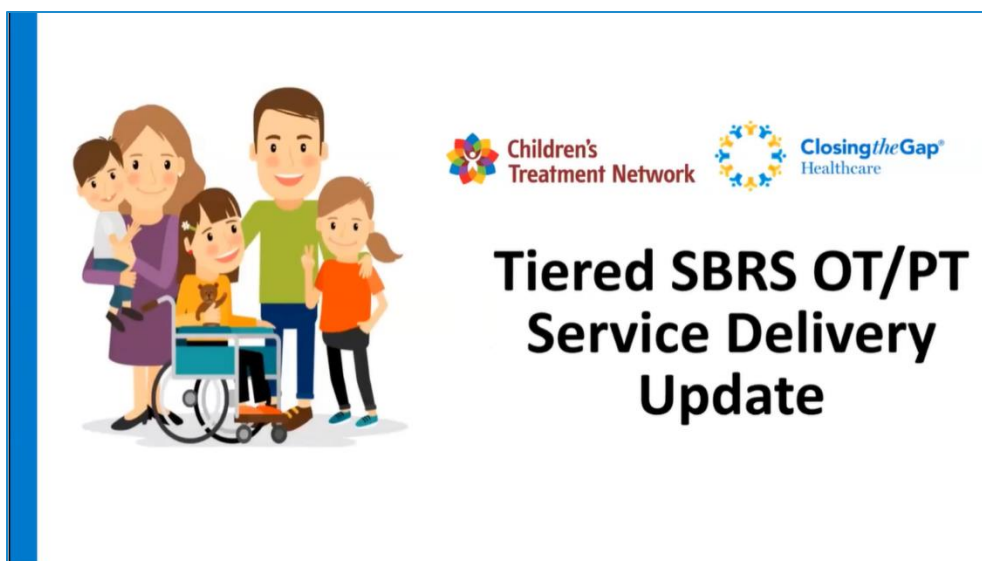
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2023-2024 UPDATE FOR FRENCH SCHOOLS VIDEO

REFERRALS

What is the current process for submitting a referral?

You can submit priority referrals and high school referrals at any time. Regular referrals in elementary schools should be submitted after approval by your assigned OT; there is a check box indicating that an OT has approved the submission of this referral. Please see screenshot below:

For CTN Staff

Do students who are attending school virtually or receiving home-based instruction due to a medical need receive any special consideration?

Virtual and home-based learners are eligible for OT/PT services under this new model. Their needs can be brought forward at the triage meeting to discuss the best options based on the individual student's needs.

If a priority referral is submitted, do we need to wait until the school's cycle for the student to be supported?

If a student cannot physically access the school building or washroom, then a priority referral can be submitted to CTN using the same method as previous years (outside of the OT triage meeting). These will be prioritised and if appropriate an OT may visit prior to your school's cycle. If a referral is submitted that does not meet these criteria, it will be returned indicating to wait until the triage meeting with OT. Note, you will find a portal "priority referral" button that you can select for this referral type.

Will any names that are on the current waitlist actually be routed to the Tier 1 level of supports in the school planning meeting?

Possibly. This will be determined in the triage meeting with SERTs. Depending on how long a student has been on the waitlist, their needs may have diminished during that time and Tier 1 may be appropriate. The OT will plan this in collaboration with the SERT and a letter will be provided by the OT to update parents about the new plan.

Do students on the current waitlist still get serviced first?

The OT will collaborate with the SERT during the triage meeting to prioritize students depending on their needs. Student with the more pressing needs will be addressed first, but the amount of time a student has been on the wait list will also be considered.

Where does the principal get the universal consent letter for Tier 1 services that goes home to families?

Your School Board leaders will have received a copy of the universal consent letter that can be disseminated to the principals; reach out to them if your school has not received it yet.

How do we know if a new student to our school has been supported from an OT at their previous school? Is this information only available in the OSR?

Prior to tiered model, a referral would be in the OSR, or in the discharged tab of the Shared Client Record. In the OSR, you might also see previous service notes or discharge documents service that would indicate a prior service has occurred.

CYCLES AND THERAPISTS

Is there a "blurb" or info sheet SERTs can have available to consult when explaining to parents why their child has been referred for OT, how OT can help their child, and what that support would look like?

There are many resources available: The Tier 1 universal consent letter provides an explanation of OT service; OT's can help find the right communication approach for parents; and the SBRS page of the CTN website also explains school-based rehab services and the tiered model.

When do we find out which cycle we are part of?

Each School Board was given a copy of the school groupings and cycle dates at the beginning of the school year; reach out to your Board support to obtain this information, which is subject to change. Your SERT/principal will receive a “welcome to Tiered cycle” email three weeks prior to the first cycle beginning, which will include your individual school’s cycle dates..

Will schools remain on the same cycle session each year or will it change from year to year?

Cycles will be evaluated after each year to help plan for upcoming years’ services.

How do we find out who our school OT is?

The SERT/principal will receive a “welcome to Tiered cycle” email three weeks prior to the first cycle beginning which will include your individual school’s cycle dates and OT’s name and contact information. For any additional information about groupings and cycle information please reach out to your school board.

Will there be a PT assigned to each school as well?

No. OTs will be able to triage students who require PT and can make an internal referral for those on OT service. Please do not submit regular, non-priority PT referrals through the portal until you have met with your OT. Referrals can continue to be submitted for students who meet the priority referral criteria, as well as high-school students.

Once the SERT and OT have prioritized which students need support and the school's cycle has begun, what is does the frequency of support actually look like in the school?

Frequency will be based on each school’s areas of need as determined in the triage meeting.

What is the difference between School Success (SS) and you? Will we need School Success? Do we access them during our off cycle?

SS is a separate program from SBRS and not delivered by Closing the Gap of CTN. There is no conflict between SS, and SBRS and you can continue to connect with them as you have previously. Collaboration is encouraged between all services a student receives for the most consistent service delivery across all services.

TRIAGE MEETINGS

How do we "triage" without consent from the family? Are we using initials vs student names?

For Tier 1 students, a universal consent letter was sent out by schools informing parents that an OT may be visiting their classroom during the year. If a student is identified for Tiers 2 and 3, a Consent for Assessment letter from the OT will be provided to the SERT to be sent home with the student and returned signed to the school. Students who are already on the waitlist have had consent collected through CTN. New students you may have questions about may be discussed with the OT without using names.

What type of information would you like to collect for our "triage"?

The OT’s will want to hear about new students you have concerns about, students already on the waitlist whose needs might have changed, students who moved out of the area, as well as any classrooms that could benefit from the implementation of Tier 1 supports. The OT will be sharing tools to help your school prep for the triage meeting via the welcome to service email that comes out 3 weeks prior to the cycle beginning. Please check your dashboards for confirmation of who has been referred.

If we have students currently on the waitlist, do we discuss them during our meeting with OT?

Yes, please be sure to include any updates on their needs since the time they were placed on the waitlist.

Who can we call when we have questions about students transferring out of area or are physically/medically complex?

At the triage meeting your OT will help you confirm appropriate referrals for the SBRS program. Please notify your OT of any student transfers within Simcoe County so they can be triaged at their new school. Depending on complexity, some students may be eligible for CTN's Community Based Rehabilitation Program (CBRS) vs SBRS. Your OT can help you connect with the OT/PTs for any active clients on that program. New CBRS student referrals/inquiries or transfers out of area can be directed to CTN's intake team.

TIERED SUPPORTS**Is there a location for SERTs to access Tier 1 supports e.g., visuals for movement breaks?**

School staff will receive handouts from OTs for various universal student needs, such as transitioning to JK, high school, etc. Ask your OT while in cycle for additional resources.

Tier 1 supports - can there be movement recommendations with prescribed equipment - roller racer, steam roller?

Non-clinical equipment can be addressed in Tier 1 if the items are universal to classroom use. If equipment instruction is specific to a student, then Tier 2 is required.

Will OTs have a chance for lunch n' learns with staff?

Lunch n' Learns with staff can be part of Tier 1 universal support. Please share any topics of interest with your OT.

Are equipment recommendations only available at Tier 2 and 3?

In most cases, yes, but it depends on the funding source being considered. If the school has an individual budget and the teacher is looking for tools for whole class use, e.g., adapted scissors or pencil grips, ideas for these can be provided to the school upon request. Individualized equipment recommendations made with the hope to access SEA funding are always Tier 2 & 3. Recommendations must be based on a specific student's needs assessment and are deemed essential for school safety and performance.

Hallway circuits – do you think these may be included in a Tier 1 approach? Some schools only permit students to join in these types of activities if they have a sensory diet.

Yes, OT may be able to support this in a Tier 1 approach.

If students are identified as Tier 2 or 3, do they continue to receive support outside of the school's cycle?

It depends; additional support may be provided by an OTA, or the OT may keep the student on service to be seen during the school's next cycle.



Children's
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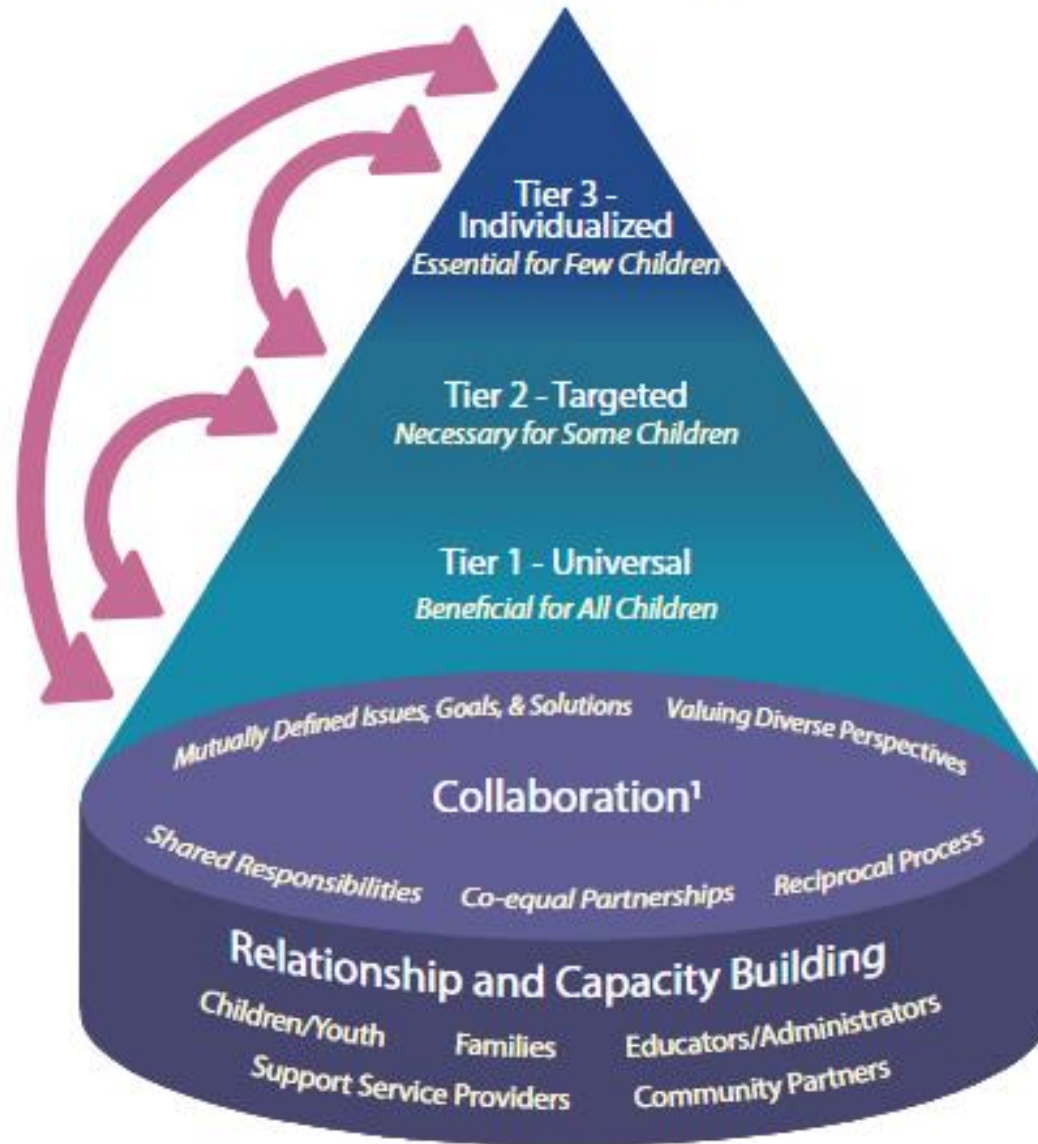
New Tiered SBRS OT/PT Service Delivery

2023/2024 School Year

French Boards

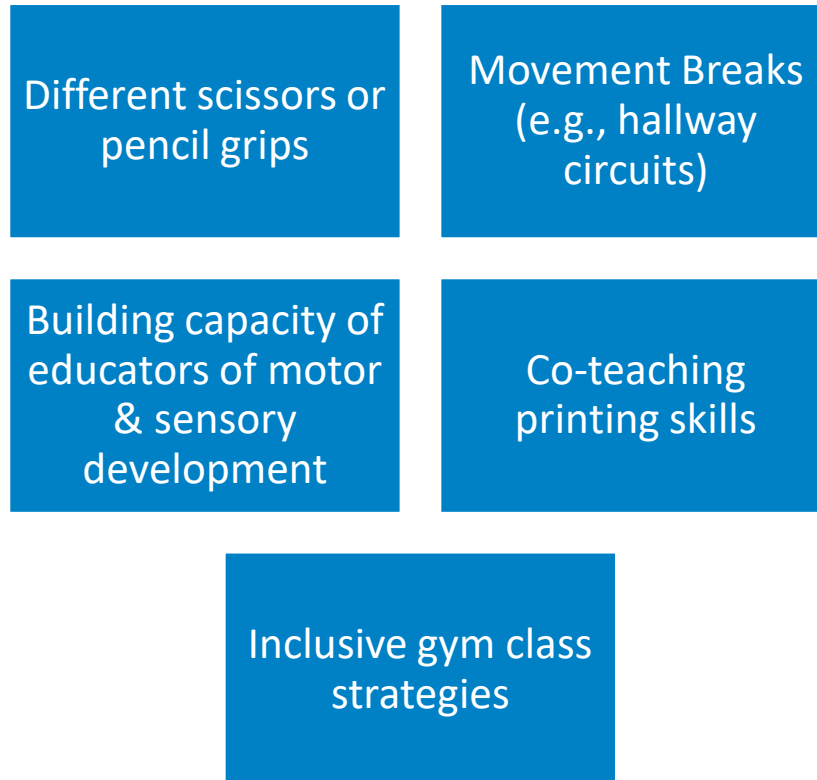
Tiered Services: Supporting All Children

The Tiered Approach



Examples of OT/PT Tier 1 Universal Services- Limited

Tier 1 service will include classroom wide strategies, OTs sitting in some classrooms and brainstorming with teachers and students in JK to Gr. 2, conversations in the hallways, presentations or workshops.



Examples of OT/PT Tier 2 Targeted Services

In Tier 2 service, clients will have a referral and focused, needs based, dynamic observation. OT will document steps in the shared electronic record.

Differentiated instruction

Dynamic observation

Small groups

Identification of adaptive tools

Monitor and evaluate

Consent & Referral



Examples of OT/PT Tier 3 Specialized Services

In Tier 3 service, clients will have an individual assessment and treatment plan developed. OT will document steps in the shared electronic record.

Individualized strategies

Individualized equipment recommendations

Collaborating with student team

Post-surgical or post-injury care

Staff coaching about individual needs

Consent & Referral



What Remains the Same

Priority Referrals Accepted Any Time

- If a student is unable to physically maintain or access the current typical school environment (classroom seating, washroom) in a safe method to engage in their role as a student and completion of the school curriculum
- Priority referrals can be submitted to CTN through the portal immediately without OT approval

Community Based Rehabilitation Services (CBRS) (physical development/long term follow up required)

Students who receive OT or PT through CBRS services will continue to receive support from their clinicians as they have in previous years.



Submitting a Regular Referral

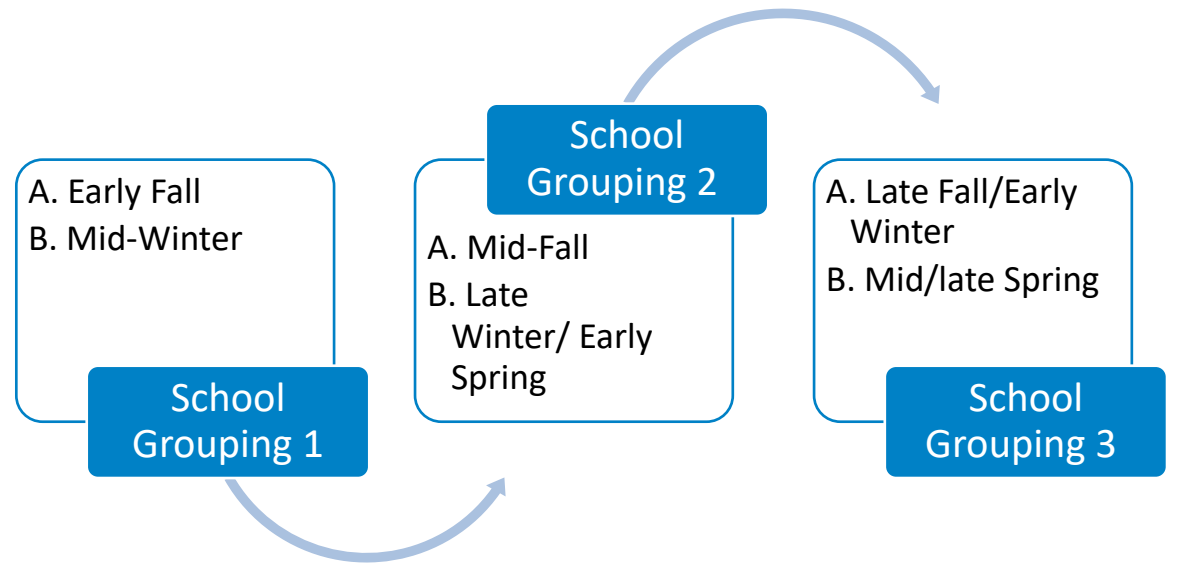


- **OT Triage Meetings Prior to Cycle Start**
 - Referrals for OT and PT will be reviewed with the school OT prior to being submitted
 - Schools will maintain internal referral list of students they believe would benefit from OT and/or PT and keep until the OT Triage meeting
 - OT will reach out to schools 3 weeks prior to the school's cycle to schedule a triage meeting; a "welcome email" will include preparation suggestions
 - During the triage meeting, the school and OT will determine which students should receive service in the current cycle or in a future cycle
 - Schools will submit OT/PT referrals that have been pre-approved by the OT (there is a place in the referral to confirm OT approval)
 - OTs will provide schools with a Consent for OT Assessment and Email letter to be sent home in the student's backpack, signed and returned to school. OTs will pick up this consent when they return to the school.
- **High Schools submit referrals directly to CTN portal (no OT pre-approval needed)**



Cycle Schedule

- Every school will be assigned to a 'grouping'
- 3 Groupings with 2 (A and B) cycles each
- Schools will receive 2 shorter cycles vs. 1 longer cycle
- French schools are in either Grouping 2 or Grouping 3





Questions?

