

Tiered School Based Rehabilitation Service in Simcoe County: Resource Package

Contents

2022-2023 Introduction to Tiered Services Video	1
2023-2024 Update for New School Year Video	1
REFERRALS	1
CYCLES AND THERAPISTS	3
TRIAGE MEETINGS	3
TIERED SUPPORTS	4



[2022-2023 Introduction to Tiered Services Video](#)

[2023-2024 Update for New School Year Video](#)

REFERRALS

What is the current process for submitting a referral?

You can continue to use the same method as in the previous years to submit priority referrals, referrals that have been approved by your assigned OT, as well as referrals for high school students and students in French school boards. The only addition to the referral form is a check box indicating that an OT has approved the submission of this referral (pertaining to elementary schools in SCDSB and SMCDSB only). Please see screenshot below:

First Language:	<input type="text"/>	First Language:	<input type="text"/>
Second Language:	<input type="text"/>	Second Language:	<input type="text"/>
Interpretation Required:	<input type="radio"/> No <input type="radio"/> Yes	Interpretation Required:	<input type="radio"/> No <input type="radio"/> Yes
Parent/family agrees to the use of email for the following purposes: receive handouts, letters, program and event information, client surveys, and other program information.			
Email Consent:	<input type="radio"/> Yes <input type="radio"/> No	Email Consent:	<input type="radio"/> Yes <input type="radio"/> No
Yes, enter email address:	<input type="text"/>	If Yes, enter email address:	<input type="text"/>
Study Notes:	<input type="text"/>		
Referral Type:	<input type="radio"/> School Age Student Referral <input type="radio"/> Pre-School Direct Referral <input type="radio"/> Transition to High School		
Referral Completed by:	<input type="text"/>	Email:	<input type="text"/>
Location:	<input type="text"/>	Phone:	<input type="text"/>
Name of OT providing approval for referral: (mandatory for elementary schools in SCDSB, SM/CDSB)	<input type="text"/>		
In addition to creating this note, you must complete and attach an SBRS referral form identifying student needs to finalize this referral.			
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 the criterion, it will be returned indicating to wait until the triage meeting with OT.

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.

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.

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?

This information is available with the groupings and cycle information, so reach out to your Board to find out.

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 invitation email will include more guidance and instructions.

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, if recommendations must be based on a specific student's needs. If the teacher is looking for tools to incorporate for whole class use, e.g., adapted scissors or pencil grips, this can be provided in Tier 1.

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
Treatment Network



Closing the Gap®
Healthcare

Tiered SBRS OT/PT Service Delivery Update

2023/2024 School Year

Agenda

1. Review of the Tiered Approach to School-Based Rehab

2. Year 1-Feedback and Successes

3. Year 2- What Remains the Same

4. Year 2- What is Improving

5. New Cycle Schedule

6. Questions?

Tiered Services Review



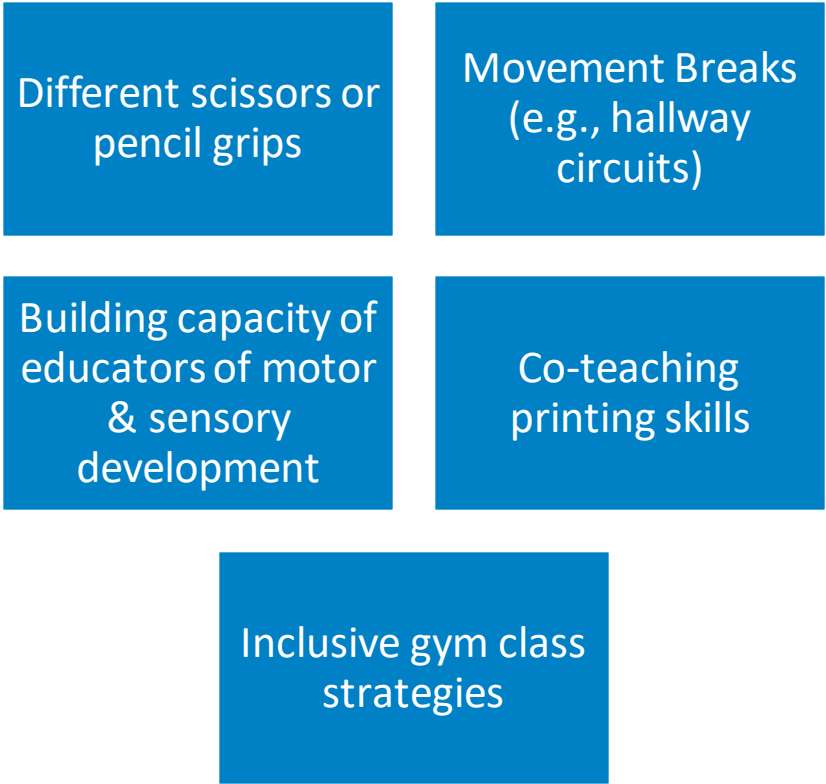
Tiered Services: Supporting All Children

The Tiered Approach



Examples of OT/PT Tier 1 Universal Services

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

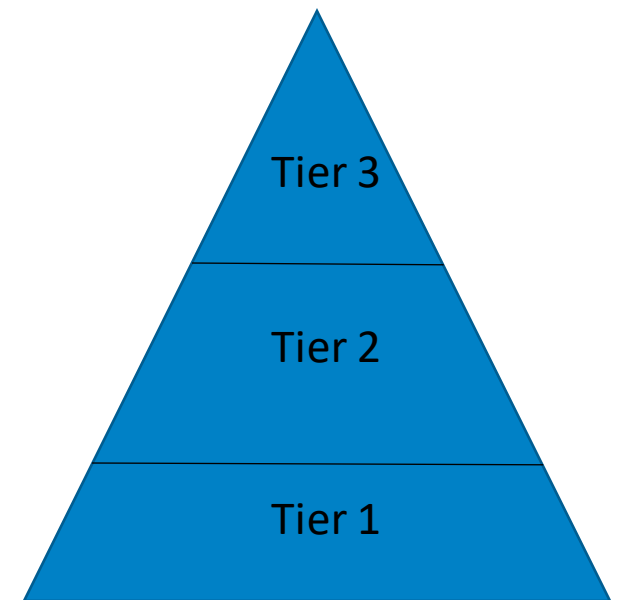
Staff coaching about individual needs

Consent
&
Referral



School Team Benefits of a Tiered Approach

- Ability to consult with OTs while they are in schools
- Increase knowledge and confidence using therapeutic strategies
- Have OT as part of the school team – ability to share challenges and successes
- Improved efficiency in receiving support (less wait times)
- Increased availability for OTAs

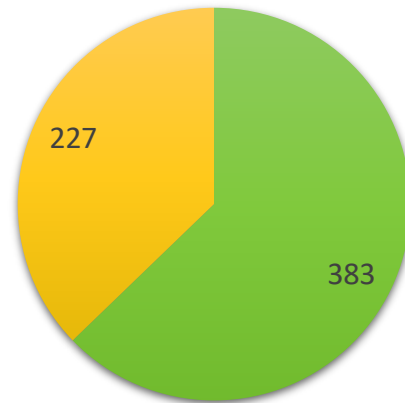


Year 1- Feedback and Successes in 2022-23



Students Served from the Waitlist

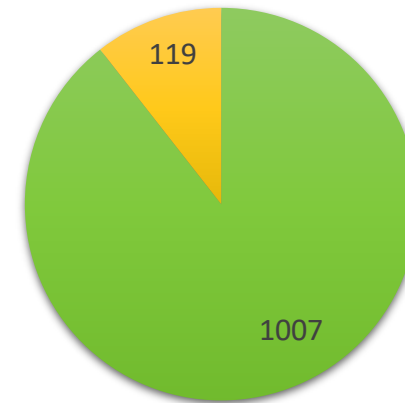
Traditional SBRS 2021-2022



Total =
610
students
waiting in
Sept 2021

■ Students Seen ■ Students Still Waiting

Tiered SBRS 2022-2023



Total =
1126
students
waiting in
Sept 2022

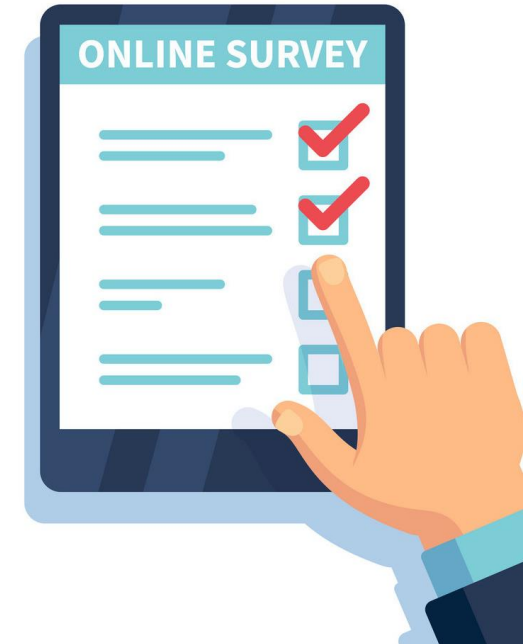
■ Students Seen ■ Students Still Waiting

- Combined OT/PT Data
- **383** of students who were waiting in Sept. 2021 received service in 2021-22
- **1007** of students who were waiting in Sept. 2022 received service in 2022-23
- Tiered model accommodates groups for students with similar needs and allows the therapist to determine the appropriate level and amount of service



Feedback

- ✓ Online survey May 1 – May 10
- ✓ Key Suggestions:
 - Communication is important for planning
 - What to expect before, during, and after a cycle
 - Knowledge of cycle schedule and who the OT will be
 - There is no ideal cycle time; ability for OT loop back is helpful
 - Off-cycle resources are needed
 - Referral submissions need to be spread out
 - Training throughout year is important, not just at the beginning
 - For new staff and those that would like a refresh
 - About the Tiered Model
 - About the referral process/website/portal
- ✓ Benefits
 - Tier 1 is very appreciated
 - Relationship building between schools and therapists has been a BIG WIN



Year 2- Updates for 2023-24



What Remains the Same?



- **OT Triage Meetings Prior to Cycle Start**
 - Schools will continue to maintain internal referral lists and keep until the OT Triage meeting
 - Schools will continue to receive a “welcome email” with preparation suggestions
 - OT/PT referrals will continue to be pre-approved by the OT (unless a Priority Referral- see below)
- **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
- **High Schools Submit Referrals Directly to CTN Portal**
- **Tier 1 Focus on Younger Grades (JK- Grade 2)**
 - OTs will continue to visit classrooms and offer Tier 1 supports to teachers and students
 - Tier 1 Universal Letter to families needs to be shared to families/caregivers prior to OT cycle



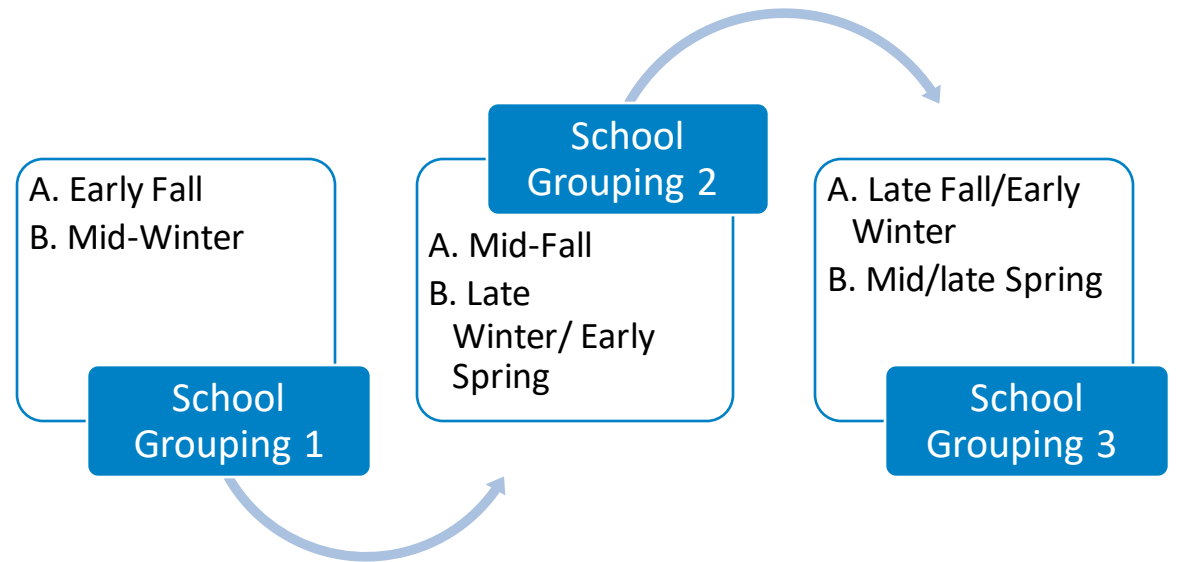
What is Improving?

- More training opportunities
 - Tiered Model and Processes
 - Referrals and Portal
- Schools will know which cycles they are in
- More Off-Cycle resources
- More OT touchpoints throughout the year with two smaller A & B Cycles each year vs one longer one
- New referrals may be prioritized to be seen within the cycle
- Scheduled focused time for high schools
- 2 Letters from OTs to be sent home by school in student backpacks
 - Consent for OT Assessment
 - Transition from Tier 2/3 to Tier 1
- Improved Referral Portal experience coming soon



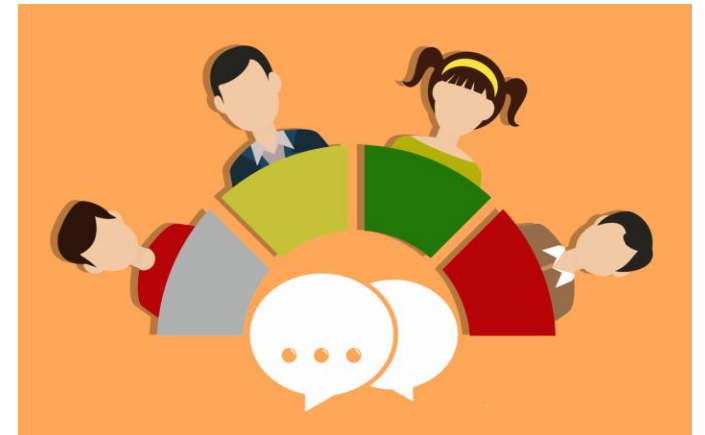
New Cycle Schedule

- 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
- Same amount of time in schools as last year but dispersed over time
- Addresses the feedback that all cycles times had drawbacks in Year 1
- Addresses the feedback that referral workload is too condensed



Training for Board Staff

- Training about the Tiered Model will be available live during different times of year and via recorded webinar available at any time
- FAQ will be shared as an ongoing reference document
 - Accessed through the CTN website
https://www.ctnsy.ca/CTN/media/Images/Content%20Images/SBRS-Tiered-FAQ_.pdf
- Training module regarding use of the web-based portal to submit Referrals will be offered
 - Referral process is currently being streamlined and targeted to be updated soon



Questions?



**Children's
Treatment Network**



Closing the Gap[®]
Healthcare