

Policy: 4.5	<h2 style="margin: 0;">Informed Practice and Best Practice Early Intervention</h2>
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Policy Statement:

ODEEP aims to provide services and supports that are based on best practice principles of early childhood intervention and evidence informed supports. Each child and family will receive services and supports that are outcome-based and goal focused.

Responsibilities and delegations	
This policy applies to	ODEEP staff, volunteers, contractors and families.
Specific responsibilities	This policy is developed by the CEO and reviewed by ODEEP staff and Board of Directors. It is communicated and implemented by the CEO and staff.
Policy approval	ODEEP CEO

Policy context – this policy relates to:	
Standards	NDIS Practice Standards and Quality Indicators 2018
Legislation	NDIS Act 2013 NSW Disability Service Standards
Organisation policies	1.1 Client Rights and Service Charter 1.5 Diversity and Cultural Inclusion 2Q1 Quality Management and Continuous Improvement 2HR 1 Recruitment, Selection and Appointment of Staff 3.3 Individual Outcomes, Service Planning and Co-ordination 4.4 Parent/Carer Engagement
Forms, record keeping, other documents	ECIA Vic Code of Ethics NDIS Code of Conduct ODEEP Family Charter ECIA Best Practices Principles in Early Childhood Intervention Staff Induction Checklist Staff job descriptions, supervision, support and appraisal documentation Noah’s Ark Key Worker Model ECIA Vic – Choosing Quality Early Childhood Intervention Services and Supports

Procedures:

ODEEP recognises that the provision of services based on early childhood intervention best practice principles and evidence informed practice is essential in the provision of supports and services. ODEEP also supports the notion of “early intervention” and the earlier that the intervention is provided the better the outcome for the child and family. ODEEP adopts The National Guidelines for Best

Practice Principles in Early Childhood Intervention:

- Family – the centre of all services and supports – ODEEP works together with the family as active and equal partners where planning and interventions for children are based on individual family life, priorities and choices.
- All families are individual and unique – ODEEP provides services and supports in ways that are sensitive and respectful of families cultural, language and social backgrounds as well as family values and beliefs.
- Your child at home and in the community – ODEEP provides services and supports to ensure that the child is fully included and participates meaningfully in home and community life, with additional supports as needed, creating a real sense of belonging.
- Your child practices and learns new skills everyday – ODEEP supports the child and family to engage, learn and practice skills through participation in activities and daily routines of their everyday life.
- Team around the child – ODEEP works in partnership with families as a team around the child's communication and sharing of information, knowledge and skills, with one main person, called a key worker, working with the family.
- Building everyone's knowledge – ODEEP will assist to build the knowledge, skills and confidence of the family and the important people in the child's life through the coach approach model.
- What you want for your child and family – ODEEP will focus on what families want for their child and family and will work closely with you to achieve the best outcomes for the child.
- Quality Services and supports – ODEEP ensures that professionals working with children and families have appropriate qualifications and experience and base their intervention on sound clinical evidence and research.

ODEEP supports this by the following:

- ODEEP recruits professional staff with the necessary skills, knowledge and expertise to carry out the position and to deliver quality supports for families.
- All ODEEP allied health staff need to have a current and up to date membership with the appropriate professional registration group.
- Staff are provided with relevant and up to date professional development and training.
- Staff are provided with ongoing supervision and support and appraisals.
- Staff are provided with an in-depth induction which includes the necessary information about early childhood intervention best practice procedures, coach approaches, family centred practice information etc, NDIS/ECIA code of conduct.
- Staff induction includes a list of all mandatory training, which includes best practice principles such as the "Key Worker Model" and the "Coach Approach".
- Intervention strategies are based on explicit principles, validated practices, best available research and relevant laws and regulation.
- Staff are equipped with relevant resources such as professional texts, access to computer systems to retrieve relevant information such as the raising children's network, ECIA Aust website etc.
- ODEEP holds a current professional registration of the Early Childhood Intervention Aust (VIC) body which is a state body that promotes and supports the interests of young children. This body also provides professionals with support, information and up to date practices and intervention.
- ODEEP follows all relevant legislative requirements of the NDIS Act 2013 and the NSW Disability Service Standards, as well as participates in the NDIS commission registration and

associated quality assurance processes to ensure a high quality of service provision based on best practice principles.

Record of policy development		
Version	Date approved	Date for review
Version 1	August 2020	August 2021
Version 2	November 2021	November 2022
Version 3	January 2023	January 2024