



823 East Monroe • Springfield, IL 62701

MEMORANDUM

TO: Child & Family Connections Managers
Service Coordinators
Early Intervention Providers

FROM: Amy S. Tarr, Chief *AST*
Bureau of Early Intervention

DATE: December 20, 2013

SUBJECT: PARENT LIAISON PROVIDERS

This notice is to inform you that **effective January 1, 2014**, no new authorizations will be provided to Parent Liaisons working outside of Child and Family Connections (CFC) offices. These services will be performed by credentialed Parent Liaison staff that are employed directly by the CFC office.

The role of a Parent Liaison is to use his/her knowledge and personal experiences to bring sensitivity, emotional support and a peer perspective to families as they learn about the Early Intervention program. They also develop and coordinate parent-to-parent relationships. Services are based upon the individual needs of the child/family as determined by the child's multidisciplinary team and identified in the Individualized Family Service Plan.

Existing authorizations for Parent Liaison services may continue until they expire. If you have any questions regarding this notice, please contact Eileen DeRoze, Bureau Staff via e-mail at eileen.deroze@illinois.gov.

Thank you for your cooperation in this matter.

cc: EI CBO
EI Training
Provider Connections
EI Monitors