

What to Include in the Letter of Intent

In a way this letter is the story of your child's life. It covers the range of care you provide your child day after day: personal (includes emotional, intellectual, spiritual), medical, financial, educational, career, and legal. Here are some categories to think about as a way to get you started in writing your letter of intent.

Personal

- Name, date of birth, social security number, and address (if different than your own)
- Your child's abilities and talents
- The things that make your child happy, or sad
- What causes bad behavior
- How to correct it
- The people your child loves
- The people who love and care for your child the most
- Your child's dreams and hopes for the future
- Your dreams and hopes for your child's future
- A detailed description of how you care for your child's emotional and spiritual health

Health & Medical

- A detailed description of:
 - Your child's disability
 - How you care for your child's physical health
 - Your child's mental health care needs
- A list of:
 - Medications your child takes and contact information for the pharmacy you work with
 - Your child's doctors, specialists, and other health care providers and their contact information
 - The treatments your child needs
- Lab, x-ray, MRI, etc. results
- Your child's vital information: weight, blood type, blood pressure
- The types of health care plans that cover your child's medical expenses
- Assistive technology used now and anticipated to use in the future

Financial

- Information on your child's government benefits that affect his or her financial well-being
- Your financial advisor or trusted friend who handles your child's financial matters
- Professionals who help handle your child's affairs: financial advisor, attorney, trustee, power of attorney, accountant
- The aspects of your estate plan that involve your child
- A vision of your child's financial care

Educational

- Academic strengths and weaknesses
- Details about your child's Individual Education Plan (IEP) and the team responsible for implementing it
- The level of your child's involvement in developing the IEP
- The level of your child's involvement that you know your child needs take responsibility for
- How you encourage your child's progress through school
- Details on getting to and from school and after-school activities
- Classmates your child really likes, or not
- Teachers your child really likes, or not
- What about school gets your child excited, or frustrated
- Details about college plans on all levels: planning for college, funding it, and academic interests

Career

- Your child's career aspirations or dreams on
- What he or she wants to be upon "growing up"
- How far along your child is in meeting career goals
- Challenges to be met in getting to and from work
- On-the-job challenges
- Who your child consults for career advice

Legal

- Any legal paperwork that is not part of the categories above