

Special Education Initial Referral

Referral is made by parent or school for an evaluation by the IEP Team. Case manager sends an Invitation to Conference. IEP Team meets to complete the Referral for Exceptional Children. No disability is suspected. Disability is suspected. Evaluations will No evaluations will be conducted. be conducted. **Consent for Evaluation** is presented to parent(s). Prior Written Notice is completed. Decision Point for Parent Disability is suspected. The EC process ceases Eligibility determination will be conducted using existing information. Parent signs the "No" line. Parent signs the "Yes" line. **Prior Written Notice** form is completed. Prior Written Notice form is completed. The EC process ceases All screenings and evaluations are completed. Case Manager sends Invitation to Conference. At IEP meeting, all screenings and evaluations are reviewed. Eligibility Determination is completed. Decision Point for IEP Team Child is found eligible for EC services. Child is found not eligible for EC services. **IEP** is created. **Consent for Services** form Prior Written Notice is completed. is presented to parent(s). The EC process ceases **Decision Point for Parent** Parent consents to EC services Parent does not consent to EC services (signs "No" line). (signs "Yes" line). Prior Written Notice is completed. Prior Written Notice is completed. EC services are implemented as per the The EC process ceases