1500 Highway 36 West Roseville, MN 55113-4266

651-582-8200

Prior Written Notice for Part C

Child's Name: Tyler

School: Happy Valley Early Intervention

DOB: 5-1-2010

Dear Mr. and Mrs. XYZ:

You are receiving this notice because the district is proposing and/or refusing to initiate or change your child's identification, evaluation, or placement, for provision of early intervention services, including screening; or 2) you have withdrawn consent for early intervention services in writing.

If this box is checked, this notice relates to screening procedures either proposed or already administered to your infant or toddler. As a parent, you have a right to request an evaluation at any time during the screening process. If your child is not suspected of having a disability based on the results of screening, you still have the right to request an evaluation.

PWN: Screening

- 1. **Description of the action(s) proposed by the district:** The district proposes to conduct a developmental screening of Tyler using the Ages and Stages Questionnaire (ASQ).
- 2. **Explanation of why the district proposes to take the action(s):** The information obtained through screening will be used to determine whether or not Tyler is suspected of being a toddler with a disability.

You have the right to request an evaluation at any time during the screening process.

PWN: Screening results indicate no suspected disability

- 1. **Description of the action(s) proposed by the district:** The district proposes to not conduct an evaluation of your child at this time.
- 2. Explanation of why the district proposes to take the action(s): The scores obtained from the Ages and Stages Questionnaire and the Ages and Stages Questionnaire Social-Emotional were well above the cut-off for concern in the areas of Gross Motor, Fine Motor and Communication. The scores were above the cut-off in the areas of Problem-Solving and Personal-Social.

Even though the screening indicates that your child is not suspected of having a disability you may still request an evaluation.

PWN: Evaluation and Assessment

- 1. **Description of the action(s) proposed by the district**: The district proposes to conduct an initial evaluation of your child. More specific information about the evaluation tools and procedures is documented below.
 - If the scores on one or more of the five developmental domains on the Battelle Developmental Inventory-2 indicate that your child is eligible for early intervention, the district also proposes to conduct an assessment of your child in each of the five domains in order to identify your child's unique strengths and needs and the early intervention services appropriate to meet those needs. We also ask you to participate in a family-directed assessment to learn more about the concerns, priorities and resources of your family related to enhancing your child's development. The specific assessment activities are described below.
- 2. Explanation of why the district proposes to take the action(s): The district is proposing this evaluation because the results of the screening conducted on 5/1/2012 indicate that your child is suspected of being a child with a disability. If your child is determined eligible, the district is proposing the child assessment and family-directed assessment to provide information needed to develop an Individual Family Service Plan that will address any identified developmental needs for your child as well as your concerns and build upon your child's strengths.

Proposed Evaluation Procedures

Procedure	Domain(s)	Team Member
Battelle Developmental Inventory-	Personal-social, communication,	ECSE Teacher
Second Edition	adaptive and cognition	
Battelle Developmental Inventory-	Motor	Occupational
Second Edition		Therapist
Developmental history obtained	All domains	ECSE Teacher
through parent interview		
Review of medical records	All domains	ECSE teacher and
		Occupational
		Therapist

Proposed Assessment Procedures

Procedure	Domain(s)/Purpose	Team Member
Review evaluation results	All domains	ECSE Teacher and Occupational Therapist
Hawaii Early Learning Profile	Communication, social skills, cognition, self-help	ECSE Teacher
Hawaii Early Learning Profile	Motor	Occupational Therapist
Observation of Tyler in his home	All domains	ECSE Teacher and Occupational Therapist

Procedure	Domain(s)/Purpose	Team Member
Review of medical records	All domains	ECSE teacher and
		Occupational
		Therapist
Routines-based Interview™	Family-directed Assessment	ECSE Teacher
Side A: Family Outcomes Survey	Family-directed Assessment	ECSE Teacher

PWN: Initial Assessment

- Description of the action(s) proposed by the district: The district proposes to conduct an initial
 assessment of your child and a family-directed assessment of your concerns and priorities for your
 child and family. More specific information about the assessment tools and procedures is
 documented below.
- 2. **Explanation of why the district proposes to take the action(s):** The district is proposing the initial child assessment and family-directed assessment to gather information needed to develop an Individual Family Service Plan that will address any identified developmental needs for your child as well as your concerns and build upon your child's strengths.

PWN: Determination that a child is not eligible

- 1. **Description of the action(s) proposed by the district:** The district is proposing that no early intervention services be provided to your child and family at this time.
- 2. **Explanation of why the district proposes to take the action(s):** The comprehensive initial evaluation conducted between May 10 and May 21 indicates that your child is meeting age expectations in the developmental areas of communication, cognition, social skills, self-help, and physical development.

You have a right to dispute this eligibility determination through alternative dispute resolution options such as mediation, filing a state complaint, or requesting a due process hearing. Basic information about these options is included in this notice. In-depth information about these options can be found in the attached Procedural Safeguards Notice.

PWN: Initiation of Services and Ongoing Assessment

- 1. Description of the action(s) refused by the district: The district is proposing to implement an initial Individual Family Service Plan (IFSP) for early intervention services as discussed at the IFSP Team meeting held on May 21. Please see the attached IFSP. The district is also proposing to assess your child's emerging development throughout the period of intervention using the Carolina Curriculum for Infants and Toddlers with Special Needs. The Carolina Curriculum will be completed during June and updated at least monthly thereafter.
- 2. **Explanation of why the district refuses to take the action:** Your child has been found to be eligible for early intervention services. The IFSP addresses your child's unique needs and your priorities for your child and family. Ongoing assessment will provide information that will allow your

child's IFSP team to monitor your child's developmental progress across domains and promptly act upon any future developmental concerns.

Parental Consent:

The district will not proceed with **any** proposed action, including screening procedures, evaluations and assessments of your child, and the provision of early intervention services to your child without your written consent.

If you refuse to give consent to any proposal, your child will not be able to receive evaluation, assessment, screening or early intervention services unless consent is given. You may decline a service after accepting it without jeopardizing any other early intervention services under this part. A separate consent form will be used to obtain your consent where necessary. Your consent is voluntary and may be revoked at any time.

Procedural Safeguards:

You are protected by procedural safeguards which are described in the enclosed document: Part C Notice of Procedural Safeguards Parental Rights for Public School Special Education Students: Infant and Toddler Intervention. These safeguards include protections such as the right to use mediation, file a special education complaint, and request a due process hearing.

The case manager must initial and sign below asserting that a copy of the Part C procedural safeguards document was enclosed with this notice and provided to the parent.

Date Signature of Case Manager (Print name)

Common Early Intervention Services Terms

The following definitions are provided to assist you in understanding the early intervention services that your child and family may receive.

Screening means the administration of appropriate instruments by qualified personnel to determine whether your infant or toddler is suspected of having a disability and in need of an evaluation and initial assessment. Providing consent for screening is not providing consent for an evaluation, initial assessment or the provision of early intervention services.

At any time during the screening process, you have the right to request an evaluation.

Evaluation means the procedures used by qualified personnel to determine a child's initial and continuing eligibility for early intervention services.

Initial assessment means a multidisciplinary assessment of an infant or toddler's unique strengths and needs and the identification of services appropriate to meet those needs.